



Summer Learning Course Transfer Form

PLEASE NOTE: There is a \$50.00 administrative fee to process a course transfer. This fee will be applied and deducted from your Resource Deposit.

STUDENT INFORMATION

Student Name: _____ Parent/Guardian Phone: _____

PEN: _____ OR MyEdBC Student Number: _____

Student Email: _____ Parent/Guardian Email: _____

Please Print Clearly

Please Print Clearly

COURSE INFORMATION

Transfer from:

Transfer To:

Course Name: _____

Course Name: _____

Grade Level: _____

Grade Level: _____

Reason for transfer: _____

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Instructions for submitting this form:

1. Print and scan or take a photo of this completed form.
2. Attach the form to an email and send to summer@sd44.ca
3. You will receive an email to confirm or deny this request.
(Summer Learning Course transfer requests will be approved only if space allows.)

FOR OFFICE USE ONLY

Transferred course in MyEdBC

Completed by:

_____ Print Name: _____ Signature: _____ Date: _____

Email Confirmation Sent Date: _____