STUDENT SERVICES DEPARTMENT
Open Enrollment Transfer Period-October 17, 2017- November 17, 2017

Currently enrolled students in grades K-11 who reside within the MDUSD boundaries only

Steps to Submit an Online Application

Mt. Diablo Unified School District assigns neighborhood schools based on where the student resides. We encourage parents/guardians to fully research the school options available, starting with the school of residence. Parents /Guardians may opt for a transfer to another school within MDUSD. Information provided below explains the transfer application process.

✓ To Submit an Online Intradistrict Transfer, Follow the Steps Below

STEP 1

Go online to www.mdusd.org
(District website)
• Click Parents and Community
• Click Parent Portal
• Click Transfers for 2018-2019
• Click Transfer Application

STEP 2

Complete Application
• Have student ID number, DOB, grade, and school information, ready to include on the form
• Include your email address
• Answer all questions

STEP 3

Submit Application
• Electronically Sign and Submit
• A confirmation email will be sent to the email address provided on the application

PLEASE NOTE:

• Refer to the district website for updates on the online transfer process.
• Online applications must be submitted by the parent/guardian...one application per student currently enrolled in grades K-11. No duplicate applications will be accepted.
• All completed and submitted applications will be entered into a lottery.
• An approval or denial letter will be mailed to the home address provided on the application
  o by March 2018 for students in grades 6-12 for 2018-2019
  o by May 2018 for students in grades K-5 for 2018-2019
• For Questions regarding the online transfer application-Student Services Department, 682-8000 ext.4068