

School Year\_\_\_\_\_

Form 6008.2

## SHELBY COUNTY SCHOOLS EMPLOYEE REQUEST FOR TRANSFER

Employee Location \_\_\_\_\_ Current Position\_\_\_\_\_

Name of Student \_\_\_\_\_  
Last First Middle

Date of Birth\_\_\_\_\_ Race\_\_\_\_\_ SS#\_\_\_\_\_

Does this student receive Special Education Services? Yes\_\_\_\_\_ No\_\_\_\_\_ Type\_\_\_\_\_

Name of Guardian \_\_\_\_\_  
Last First Middle

Legal Address of  
Parent/Guardian \_\_\_\_\_ Home # \_\_\_\_\_  
Number Street

\_\_\_\_\_ Day Time # \_\_\_\_\_  
City State Zip

School Assigned \_\_\_\_\_ School Requested\_\_\_\_\_

Grade \_\_\_\_\_ Last School Attended \_\_\_\_\_

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature of Immediate Supervisor \_\_\_\_\_

Employment verification approval  
If applying under employee status \_\_\_\_\_ Date \_\_\_\_\_

**Transfer requests should be mailed to Student Services, Shelby County Schools, 2800 Grays Creek, Arlington, Tennessee 38002; delivered to Student Services 2800 Grays Creek; faxed to Student Services at 473-2660; or emailed to <transfers@scsk12.org>.**

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