



**SCHOOL OF CHOICE (WITHIN DIVISION) TRANSFER APPLICATION**

For Application to be considered, students must be registered at their designated school. Please read the guidelines and conditions on the reverse side of this form. Application for the start of the next school year should be received at the designated school beginning February 1 to May 15; some exceptions apply, as noted on reverse.

Student's First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

School Currently Attending: \_\_\_\_\_ Current Grade: \_\_\_\_\_

Designated School: \_\_\_\_\_

SCHOOL OF CHOICE: \_\_\_\_\_

Date to Begin Attending School of Choice: \_\_\_\_\_ Grade Applied For: \_\_\_\_\_

Name of Parent(s)/Guardian(s): \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone(s) Home: \_\_\_\_\_ Cell: \_\_\_\_\_

Email address (optional): \_\_\_\_\_

Reason(s): \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

- [ ] Check if this application is a transfer from a French Immersion to your designated English school.
- [ ] Student Athletes – Please check if student played sports in previous school, and indicate which sports (RE: MHSAA Ruling). Applies only to Grades 10 – 12.

**I have read and accept the Guidelines and Conditions on the reverse side of this form.**

Parent(s)/Guardian(s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent(s)/Guardian(s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Where custody is Joint/Shared, the signature of both custodial parents is required.**

# **GUIDELINES AND CONDITIONS**

## **Pertaining to School of Choice (Within Division) Transfers of Students to a School other than their Designated School**

1. A School of Choice (Within Division) Form (SOC) for transfers within division can be obtained from any school in the Louis Riel School Division.
2. Each of the High Schools in the Louis Riel School Division receives students from identified elementary/feeder schools or catchment areas. For High School transition, the designations are as follows:

### **Collège Béliveau:**

- A) Guyot, Sage Creek/Bonavista\*, and Van Belleghem\*\*: Students transition to Collège Béliveau from Grade 8.
- B) Howden: Students transition to Collège Béliveau from Grade 6.
- C) Provencher: Students transition to Henri-Bergeron from Grade 4.
- D) Henri-Bergeron\*: Beginning June 2026, students choose to transition to Collège Béliveau or Collège Jeanne-Sauvé from Grade 8.

### **Collège Jeanne-Sauvé:**

- E) Marie-Anne-Gaboury and George-McDowell: Students transition to Collège Jeanne-Sauvé from Grade 8.
- F) Julie-Riel\*\* and St. Germain: Students transition to George-McDowell from Grade 5.
- G) Varennes: Students transition to Henri-Bergeron from Grade 6.
- H) Henri-Bergeron\*: Beginning June 2026, students may choose to transition to Collège Béliveau or Collège Jeanne-Sauvé from Grade 8.

### **Dakota Collegiate:**

- I) Darwin, H.S. Paul, Hastings, Highbury, Lavalée, Victor H. L. Wyatt and Victor Mager: Students transition to Dakota Collegiate from Grade 8.
- J) Dr. D. W. Penner: Students may choose to transition to Dakota Collegiate or Glenlawn Collegiate from Grade 8.

### **Glenlawn Collegiate:**

- K) Glenwood, Minnetonka, Samuel Burland, and Windsor: Students transition to Glenlawn Collegiate from Grade 8.
- L) Dr. D. W. Penner: Students may choose to transition to Dakota Collegiate or Glenlawn Collegiate from Grade 8.

### **J.H. Bruns Collegiate:**

- M) Island Lakes Community, Niakwa Place, Sage Creek, and Shamrock: Students transition to J. H. Bruns Collegiate from Grade 8.

### **Nelson McIntyre Collegiate:**

- N) Archwood, Marion, and Nordale: Students transition to Nelson McIntyre Collegiate from Grade 8.

### **Windsor Park Collegiate:**

- O) Frontenac and General Vanier: Students transition to Windsor Park Collegiate from Grade 8.

3. Applications for SOCs will not be accepted prior to February 1. The deadline for submission is May 15.

4. Applications received after the deadline will be reviewed on a case-by-case basis. SOC transfers are considered in the following sequence, as per provincial school of choice guidelines:
  - a) Catchment area students;
  - b) Within Division Transfer requests;
  - c) Out of Division Transfer requests.

To facilitate effective planning, families wishing to exercise their transfer option are encouraged to submit SOC (Within Division) application early in the February 1 to May 15 time period, as there may be limited space for out of catchment area students and applications are considered based on date of receipt.

5. Each application is assessed on an individual basis to determine whether it can be accommodated or must be waitlisted. In accordance with provincial school of choice guidelines, space (class, grade, and school population), resources, and other factors as determined by the Principal and the Superintendent's Department, are considered in the process. There is no guarantee that siblings choosing the same school will be accepted. Parent(s)/guardian(s) will be notified on or before May 31, if their request has been approved or waitlisted. Families waitlisted will be contacted should space become available.
6. If a transfer request is approved, transportation to and from the School of Choice is the responsibility of the parent(s)/guardian(s).
7. Once a student's SOC (Within Division) has been accepted, the new school becomes the student's designated school. Students in an elementary school on a SOC (Within Division) transition to the middle school or high school designated for that school, not to the middle school or high school designated for their address. Further requested changes will be governed as in 1 to 5 above.
8. Completion of this application indicates that parent(s)/guardian(s) agree to participate in an intake meeting, if necessary, to consider the application. Attendance may include personnel from the School of Choice, from the former school, and from pertinent support agencies required to determine suitable individualized programming.
9. French Immersion to English Program transfers are automatically accepted, provided application is received prior to May 15 for the start of the next school year and the student is requesting the catchment English school corresponding to the parent(s)/guardian(s) address. Applications at any other time of the school year are subject to review of space and resources available at the requested school. Student requesting schools other than catchment English School will require to submit a School of Choice (Within Division) application and are subject to review of space and resources available at the requested school.
10. Resident students new to LRSD, including those from DSFM schools and independent schools, must register at their catchment school. Those wishing to attend another school must complete a SOC (Within Division) application.
11. The Manitoba High Schools Athletic Association passed a Transfer Rule in 2014. The rule states that students currently enrolled in Grade 10 and up would have to sit out a school year (sport season) if they transferred schools after that time and wanted to play that sport. If a student did not play a high school sport in the current school year, then they would be allowed to play that sport in the new school. If they played a sport in the preceding year, then they would have to sit out the next high school season in that sport.

*\*Students completing Grade 6 Middle Immersion at École Julie-Riel, École Henri-Bergeron or École Sage Creek/Bonavista attend Grade 7 at their catchment area French Immersion school.*

*\*\* Beginning June 2028, students completing Grade 8 Late Immersion at École Van Belleghem attend Grade 9 at their catchment area French Immersion school.*