

**APPENDIX E**

2024-25



**PART A: STUDENT INFORMATION**

**NAME:** \_\_\_\_\_

**DATE OF BIRTH:** \_\_\_\_\_

**RESIDENCES:** List **ALL** addresses used during your high school career (attach an additional sheet if more space is required) together with occupancy dates. In each circumstance indicate if the address given was the same for parent(s) or legal guardian(s) (as appointed by a court of competent jurisdiction).

<u>PRESENT ADDRESS</u>				<u>LIVING WITH</u> (be specific, name and relationship)	
Street	Apt. #	City/Town	Postal Code	Name and relationship	Phone #
Phone #	Closest major intersection		Date moved IN (month and year)	Name and relationship	Phone #

<u>PREVIOUS ADDRESSES</u>				<u>LIVING WITH</u> (be specific, name and relationship)	
Street	Apt. #	City/Town	Postal Code	Name and relationship	Phone #
Phone #	Date moved IN (month and year)		Date moved OUT (month and year)	Name and relationship	Phone #
Street	Apt. #	City/Town	Postal Code	Name and relationship	Phone #
Phone #	Date moved IN (month and year)		Date moved OUT (month and year)	Name and relationship	Phone #

**SCHOOLS:** List ALL high schools attended in reverse order.

<u>PRESENT SCHOOL</u>	<u>DATE OF ENTRY</u> (month and year)	<u>SCHOOL ADDRESS</u> (city/town)
<u>PREVIOUS SCHOOLS</u>	<u>DATE OF ENTRY</u> (month and year)	<u>SCHOOL ADDRESS</u> (city, province/state, country))
1)		
2)		

My present school is the high school nearest to my present address?      YES      NO

Month and year of entry into grade 9:

Number of credits earned as of last June:      Number of credits earned semester 1 of this year (if applicable).

Sports played at the interschool level at any high school you attended during the 12 months prior to transferring schools. Indicate NONE if none were played.

## **PART B: APPEAL INFORMATION**

Before determining the section of the Transfer Policy under which your appeal will be made, read the entire Policy carefully so as to ensure that you are appealing under the appropriate section and that you are able to provide the documentation required. No school shall include in its line-up any student who has been registered as a transfer from another school within the previous twelve (12) months. This Transfer Policy applies to all students transferring into Ontario high schools. A transferring student or his/her representative may apply to the YRAA Transfer Committee to be deemed eligible to participate in YRAA sponsored events according to the following criteria. Note that students transferring from a secondary school to enroll in an application based regional program at a different secondary school, may only apply under section bi), bii) or biii) of the transfer policy.

**Please indicate the code for the reason for transfer in this box**

**CODE:**

- (ai) There has been an accompanying change in permanent residence by the student and his/her immediate family to the designated school from any system (public, catholic or independent) according to school board boundaries (or is the closest school in the student's choice of school system to the student's home if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith. The student must have moved out of the school board boundaries of the sending school, or if the sending school has no school board boundaries, the receiving school must be closer to the student's new permanent residence than the sending school (see Note 6). Immediate family is the parent(s) or the student's legal guardian as determined by a court of competent jurisdiction. The student and his/her immediate family must completely and permanently move from the former residence. The student must provide evidence/documentation confirming that they are residing in a new permanent residence, and evidence/documentation that they have completely and permanently moved from the former residence. See Note 8.
- (aii) The student has transferred to an Ontario school from outside Canada and the United States and is attending the designated school in their choice of system according to school board boundaries; or is attending the closest school in the student's choice of system to the student's home if no boundaries list; or is attending a school assigned by the school board. If the independent school is faith-based, the student must attend the closest independent school of that particular faith. See Note 8.

- (aiii) The student has transferred as a result of the closure of his/her former school and is attending the school designated by the School Board.
- (aiv) The student has transferred as a result of a board designated placement (i.e. demitted from a program, personal safety, completed expulsion program) and is attending the designated school. The appeal must be accompanied by documentation from the school or school board confirming the designation**
- (bi) The student did not participate in any sports at the interschool level for twelve months prior to the date of transfer. Written confirmation from the Vice Principal, Principal, Department Head, or Athletic Director at the previous school is required. Students in their first year of grade 9 may not apply under this section
- (bii) The student accepts his/her ineligibility under the Transfer Policy, but requests eligibility for the sports he/she did not participate in at the interschool level for the twelve months prior to the date of transfer. Written confirmation from the Vice Principal, Principal, Department Head, or Athletic Director at the previous school is required (from outside the YRAA only). Students in their first year of grade 9 may not apply under this section
- (biii) The student transferred to another school for a period of less than one school year and is returning to the school he/she attended prior to the transfer. The student must not have participated in any sports at the interschool level while attending the other school.
- (biv) The student is transferring from Bill Crothers S.S. to their home school. The student must attend the closest school to their home residence if remaining in the same system. If changing systems, the student must attend the designated school according to school boundaries (or the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith
- (ci) The student has been placed in a school by an I.P.R.C. (Identification, Placement and Review Committee) decision or a court order. The Transfer Committee shall require and receive a letter from the principal of the school from which the student has transferred, stating the reason for the placement of the student by I.P.R.C., or a copy of the court order placing the student in the new school, whichever is applicable.
- (cii) The student has transferred from an independent school to a public or catholic school resulting from an educational exceptionality which the independent school was unsuccessful in accommodating and/or could not access the I.P.R.C. process. The appeal must be accompanied by the following information: a psych-educational assessment diagnosing the exceptionality; documentation from the independent school outlining the strategies used in the attempt to accommodate the student's exceptionality; and documentation from the receiving school confirming additional and/or new methods being provided to accommodate the educational exceptionality, which were not being provided at the sending school.
- (ciii) The student has completed an English Language Learner or English Dialect Learner program, and as a result, the school board is requiring the student to transfer to their designated school. The student must transfer by the beginning of the school year following completion of the program, and must provide documentation from the school board confirming completion of the English Language Learner or English Dialect Learner program and confirming the student has been placed in his/her designated school.
- (civ) The student has transferred to a French Language school and has a parent/guardian who is a rights holder or has been admitted to a French-language school pursuant to a school board admissions committee process. The French-language school shall provide evidence of their admission.**
- (di) The student has transferred prior to their grade 10 year for exceptional personal, social or academic reasons. The appeal must be accompanied by documentation from the sending school's administration and/or independent sources to confirm the exceptional reasons. The student must attend the next closest school to their home residence if remaining in the same system. If changing systems, the student must attend the designated school according to school boundaries (or the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith.
- (dii) The student has changed residence to live with a custodial parent for exceptional personal reasons or the student has changed residence to live with a new court-appointed legal guardian for exceptional personal reasons. Documentation showing that there was just cause for the move must accompany the appeal. See Note 7 regarding proof of residence. The student must attend the designated school from any system (public, catholic, or independent) according to school board boundaries (or the closest school in the student's choice of school system to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith

- (diii) The student has transferred to remove him/herself from an abusive home environment. Documentation detailing the abusive situation shall be provided the applicant from the sending school, psychologists, social worker, medical doctor or police, as the case may be. (All documentation will be reviewed respecting confidentiality.) The student must attend the designated school from any system (public, catholic, or independent) according to school board boundaries (or the closest school in the student's choice of school system to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith
- (div) The student has been forced to leave an independent school specifically due to financial hardship. The appeal must include the following information: documentation confirming change in tuition fees; documentation regarding family requests for bursary assistance to meet financial hardship; documentation regarding significant changes in the financial situation of the family; and, confirmation that the student will be attending the designated school in their home catchment area. The student must attend the next closest school to their home residence if remaining in the same system. If changing systems, the student must attend the designated school according to school boundaries (or the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith
- (dv) The student was the victim of bullying and after attempts to resolve the issue the sending school agreed that it was in the best interest of the student to transfer schools. The appeal must be accompanied by the following information: documentation from the sending school's administration or the police, confirming the seriousness and frequency of the bullying, including a description of the incidents and dates; documentation from the sending school's administration describing the strategies put in place to resolve the bullying and the reasons the strategies were unsuccessful; and a letter from the sending school's administration in support of the transfer. The student must attend the next closest school to their home residence if remaining in the same system. If changing systems, the student must attend the designated school according to school boundaries (or the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith
- (dvi) The student has transferred schools as a result of the recommendation of a regulated mental health professional with education and training to assess, diagnose, and treat mental health conditions (psychiatrist, psychologist, and/or clinical psychiatric nurse). Prior to transferring, the student must have been diagnosed with a mental health condition and be undergoing treatment by the regulated mental health professional. Documentation must be provided by the mental health professional confirming the student is receiving treatment and **requires a change in schools to assist with their recovery**. Unless otherwise confirmed in writing by the mental health professional, the student must attend the next closest school to their home residence if remaining in the same system. If changing systems, the students must attend the designated school according to school board boundaries (or is the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith.
- (e) Alternatively, a student can apply under one of the following categories

Cat	Move Details	Extra Documentation	Status
<b>Ei</b>	The family has moved residence more than 100km or from outside Ontario	None	Approved All
<b>Eii</b>	The family has moved residence and student is attending school closest to new residence	None	Approved All
<b>Eiii</b>	The student has moved in with new guardian and the move is greater than 100km or from outside Ontario	None	Approved All
<b>Eiv</b>	The family has moved residence less than 100km and student is <b>not attending school</b> closest to new residence.	<ul style="list-style-type: none"> <li>Letter must be provided explaining the reason for choice of school.</li> <li>List of previous sports played at previous school and <b>outside of school</b> over the previous 12 months must be provided.</li> </ul>	Transfer Committee makes determination. Meeting may be required for more information

<b>Ev</b>	The student has moved in with new guardian and the move is less than 100km	<ul style="list-style-type: none"> <li>Letter must be provided explaining the reason for choice of school.</li> <li>List of previous sports played at previous school and <b>outside of school</b> over the previous 12 months must be provided.</li> </ul>	Transfer Committee makes determination. Meeting may be required for more information
<b>Evi</b>	Student transfers to next closest school within the same school board	None	Approved All
<b>Evi</b>	Student transfers to school closest to their residence and within the same school board if transferring within the YRAA	None	Approved All
<b>Evi</b>	Student transfers to school not next closest or to a school in a different school board or to a private school	<ul style="list-style-type: none"> <li>Letter must be provided explaining the reason for choice of school.</li> <li>List of previous sports played at previous school and <b>outside of school</b> over the previous 12 months must be provided.</li> </ul>	Transfer Committee makes determination. Meeting may be required for more information

Notwithstanding any of the above, no student may play the same sport for more than one school in the same League or municipality in the same school year unless the student is ruled eligible by the YRAA Transfer Committee under subsection (a) of the Transfer Policy.

#### Notes:

- Once a student has changed schools he/she is considered a transfer student and even if he/she returns to a school, he/she must comply with the Transfer Policy.
- The word "participate" in section (b) of the Transfer Policy means competing for your school in that activity. This includes exhibition games and invitational tournaments/events, not just league play.
- The Board of Reference will not consider as reasons for transfer: (i) The relative ranking of schools or the differences in delivery of courses with the same Ministry course codes; (ii) That a sport or team is no longer offered at the previous school.
- Students moving from a school in a strike/lock-out area are ineligible for all sports played in the previous 12 months from their date of entry into the new school.
- Students who attended an alternative school or alternative program who are returning to the school they attended prior to the alternative school or alternative program, are not considered transfer students provided they did not play sports while at the alternative school or alternative program.
- Driving distance shall be used to determine the closest school to a student's home residence.
- Students transferring from other provinces, states or countries are ineligible for OFSAA competition if they have graduated from high school or equivalent, or if they have used their years of athletic eligibility in 3 the province, state or country from which they are transferring. This does not apply to students who have graduated in the previous school year from secondary school in Quebec, provided they meet one of the criteria for eligibility in sections a – d of the transfer policy.
- When applying under section (a)(i), the student must provide evidence/documentation confirming that he/she and their immediate family are residing in a new permanent residence and that they have completely and permanently moved from the former residence. When applying under section d(ii) of the policy the student must provide evidence/documentation confirming that they are residing in a new permanent residence. In both cases, such evidence/documentation may include:
  - telephone and utility service operative at the new residence
  - telephone and utility service disconnected at the former residence;
  - real estate documents indicating and verifying a change of residence (e.g., sale and purchase);
  - parents/court-appointed guardians' property tax bill listing the new residence;
  - insurance slip for home and auto insurance;
  - school documentation showing that sibling(s) attend local elementary school and/or the same high school as the transferring student;
  - Any other documentation that is requested which establishes the student and his/her immediate family is living at the new residence.

9. Prep/elite teams fall into two categories: a school prep/elite team and a non-school prep/elite team. A school prep/elite team is a team that represents the school in a competition and/or is under the oversight of the school administration. If a student participates for a school prep/elite team, and then that student *Production of evidence/documentation described above does not guarantee eligibility*.
10. **A French-language school means a school within the French-language public district school board or a French-language separate district school board. Evidence must confirm the parent/guardian is French-language rights holder or the student has passed the school board admission test.**
11. **Refugee students, arriving to Ontario, are not considered transfer students and are eligible for all sports within the first two years from their date entry into school. Refugees are defined as those students who have been forced to leave their country to escape war, persecution, or natural disaster.**

**DOCUMENTATION REQUIRED TO SUPPORT THIS APPEAL:**

APPLYING UNDER	COURT ORDER	IPRC LETTER	LETTERS OF EXPLANATION/ SUPPORT	PROOF OF GUARDIANSHIP	PROOF OF RESIDENCE	CONFIRMATION OF SPORTS PLAYED <b>ONLY IF PREVIOUS SCHOOL WAS NOT IN YRAA</b>
Section (a) (i) (ii) (iii) (iv)			X	X	X	
Section (b) (i) (ii) (iii) (iv)						X X X
Section (c) (i) (ii) (iii) (iv)	X*	X*	X X X X			
Section (d) (i) (ii) (iii) (iv) (v) (vi)	X		X X X X X X	X	X	

\* court documentation or IPRC letter as required. Any other pertinent documents are welcome

To the best of my knowledge the preceding information provided on this application is accurate. Any student submitting false information on the application will be deemed ineligible for (24) months from the date of the appeal.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Signature of School Official

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Name & title of School Official