

Elko County School District Voluntary Transfer Request Form

(Please Print)

Name:

Date:

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Current School or Work Location:

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Current Assignment / Grade / Subject Area:

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<input type="checkbox"/>	I do not wish to be interviewed unless there is an actual opening for the position(s) indicated below.
<input type="checkbox"/>	I request an interview as per Master Agreement Article 12, section 3.

Transfer Request to Another School or Work Location:

	I am requesting to be considered for a change in assignment to another school or work location. Requested school(s) or work location(s) and grade(s)/subject(s) are listed below.

Transfer Request for a Change in Assignment at Current School or Work Location:

	I am requesting to be considered for a change in assignment to another grade(s)/subject(s) at my current school or work location. Requested grade(s)/subject(s) are listed below.

Employee Signature

Date

Please return this form to the office of Human Resources no later than December 1. Transfer Request Forms may be submitted at any time should you decide to change your transfer request status.