



**ATTENTION**  
**Current Grade 9 – Grade 12 Secondary School Students**  
**Application procedures for**  
**Public Secondary School Transfers**

The **Greater Essex County District School Board** announces **out of district procedures** for all **current secondary school students** of the board who wish to attend a public secondary school outside their designated residential attendance area for the school year beginning September, 2020.

**The following conditions must be observed:**

- Students are to obtain an out of district request for transfer package from the main office of their current secondary school. A parent/guardian signature is required for all students under the age of eighteen (18).
- Secondary transfer packages must be returned to the requested secondary school during the following times:

**Monday February 3, 2020 to 4:00 p.m. Friday, February 14, 2020**

- Although the general policy of the board is to allow transfers, some restrictions will be in place based on the enrolment capacity of individual schools.
- This procedure does not apply to students entering into the STEPS program.
- Transportation will not be provided for students who choose to transfer out of district.
- Vincent Massey Secondary School is closed for transfer requests.
- Acceptance at the requested school becomes a commitment to attend for the 2020-2021 school year.
- Any inquiries may be directed to the Principal of your current Greater Essex County Secondary School.

**Josh Canty**  
**Superintendent of Student Success and Alternative Education**