

# BROKEN BOW PUBLIC SCHOOLS

## BROKEN BOW STUDENT TRANSFER PAGE

Thank you for visiting our website to learn more about our student transfer policy. We appreciate your interest in Broken Bow Public Schools.

Broken Bow Public Schools makes decisions about student transfers in accordance with district policy and state law. You can download our comprehensive district policy below; however, we are providing the following information for your convenience:

- The State Department of Education requires that the [following form](#) be completed to apply for a transfer. (link is also at the bottom of this page) Parents who need access to technology to print or complete the form can visit the school site your child will be attending or the Superintendent's Office at 108 West 5<sup>th</sup> Street, Broken Bow. Paper copies of the form can also be picked up at those same locations.
- Transfer applications for the 2022-23 school year will be available online or at The Superintendent Office beginning April 1, 2022.
- Transfers for siblings must be considered separately. If the grade a student requests is over capacity, he/she will be offered the opportunity to be placed on a waiting list.
- Transfer students must abide by eligibility requirements established by the Oklahoma Secondary Schools Activities Association (OSSAA) for OSSAA – sanctioned activities.
- **Unsure if you need a transfer?** Use this tool to check your home school district:  
**School Locator Tool**  
(<https://www.greatschools.org/search/search.zipcode?sort=rating&zip=74728>)
- New transfers are accepted on a first- come first- served basis. Students who attended the district on an open transfer during the 2021-22 school year will be automatically accepted pending approval from the district. The law also gives preference to children of active-duty military personnel and the children of district personnel.
- Transfers may be denied on capacity, attendance, and discipline issues.
- Decisions about transfers for the 2022-2023 school year will be made on an ongoing basis throughout the school year. We will contact parents directly about the approval status of their child's transfer.

## Tr [www.sde.ok.gov](http://www.sde.ok.gov) Transfer Application Process

1. Complete the Oklahoma State Department of Education Transfer Form. (link will be at the bottom of this page).
  2. Complete the Broken Bow Public Schools Transfer Form & upload the completed form from Step 1.
  3. Submit the Broken Bow Schools Transfer Form.
  4. Appear in person at the Superintendent's Office to sign necessary forms.
- The Transfer Application Process will NOT be finished until completion of Step 4.  
Open Transfer request will be processed according to the time of physical sign

[BBPS Board Policy](#)

OSDE link for Transfer Application and Frequently ask questions regarding student transfers <http://www.sde.ok.gov>

[Building Capacity Information](#)

If you have any questions regarding transfers, please contact the Superintendent's Office at 580-584-3306.