Signature School
Transfer Application*
2027-2028 School Year

*For current high school students applying to transfer to Signature School for the 2027-2028 school year

Application Instructions

1. Complete and sign the following two pages (complete all required fields and answer response questions **by hand** in blue or black ink).

2. Bring the completed application and attachments to the Signature School front desk between the hours of 7AM (CT) and 4PM (CT) on any school day. We will also accept application materials by regular mail (Signature School, Attn: Admissions, 610 Main Street, Evansville, IN 47708); we DO NOT accept applications by fax or email. Proof of mailing may be required and is the responsibility of the applicant. It is also the responsibility of the applicant to verify receipt of all materials by Signature School.

3. Please note that transfer application waiting list status is determined by the order in which the applications are received. Also note that enrollment of transfer students is determined by the building capacity, individual class sizes, and the ability to accommodate the individual applicant's class scheduling needs in accordance with the tenets of the Signature School charter. Transfer applicants will be notified, in the order in which they fall on the waiting list, if there is a mid-year opening before the next year begins and provided it is possible to accommodate the applicant's class scheduling needs. If the student declines a transfer at the time this mid-year offer is made, he/she will remain in the same position on the waiting list until the earlier of either (i) an offer for the following full academic year is extended, contingent upon all other application deadlines and requirements being met; or (ii) the list expires as provided by these procedures.

4. This completed application expires with the beginning of the new open application period, which begins on Tuesday, November 2, 2027, at 7AM (CT).

5. Primary means of communication from Signature School will be via email. It is the responsibility of the applicant to keep email addresses up to date with Signature School.

6. Within 4 weeks of submitting the transfer application, each of the following items must be received by Signature School:

   a) Copy of student's transcript or copies of semester report cards for each completed semester of high school (Ninth graders must include middle school grades.)
   b) Copy of student's most recent report card or progress report
   c) Copy of student's IEP or 504, if applicable
   d) Copy of student's most recent state testing results, if applicable (e.g., ILEARN, PSAT, WIDA, etc.)

   If these items are not received within the allotted 4 weeks, the student's name will be placed at the end of the waiting list.

7. An official transcript reflecting the last semester completed must be received in order to be enrolled.

Please see the school website for more information regarding the application process: **www.signature.edu**

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Student Information

Name:_____
(Last) (First) (Middle)

Sex: M or F (circle one) Birth Date: __ __/__ __/__ __ __ __

Address:_____

City:_____ State:_____ Zip:_____

County:_____ Student Email:_____

Home Phone:_____ Student Cell Phone:_____

Public School Corporation in which the student resides:_____

Is the student currently receiving accommodations under an IEP/504? Yes or No (circle one)

Does the student have any siblings currently attending Signature School? Yes or No (circle one) If yes, please list name(s).

_____

Is the student currently under either expulsion or suspension from another school? Yes or No (circle one)

If the answer to the above question is "yes" an explanation of the circumstances leading to suspension or expulsion will be required at the time the application is submitted.

_____
_____
_____
_____
_____

Please note: Subject to Signature School's Admissions and Lottery procedures, you must promptly contact the Executive Director of Signature School if the student applying for admission is either suspended or expelled at any time between the date this application is submitted to Signature School and the first day of class in the semester for which the student seeks to enroll.

In the event there is a mid-year opening before the 2027-2028 school year begins and provided it is possible to accommodate the applicant's class scheduling needs in accordance with the tenets of the Signature School charter, we may extend a mid-year offer to a transfer applicant. In this event, please indicate below if you would be interested in a mid-year offer (please see more information in point number 3 in the attached Application Instructions for students wishing to defer a mid-year offer).

Yes, I would be interested in a mid-year offer: ☐ No, I would prefer to start next school year: ☐

Current School Information

Current School:_____ 2026-27 Grade:_____

Current School Address:_____

Current School City:_____ State_____ Zip:_____

Parent/Guardian Information

Parent/Guardian #1

Prefix:_____ Name:_____

Phone #:_____ Email: _____

Address if different from student:_____

City:_____ State:_____ Zip:_____

Relationship to student:_____

Student lives with this parent/guardian (choose one): Full-time____ Part-time____ Does not live with this parent/guardian____

Parent/Guardian #2

Prefix:_____ Name:_____

Phone #:_____ Email: _____

Address if different from student:_____

City:_____ State:_____ Zip:_____

Relationship to student:_____

Student lives with this parent/guardian (choose one): Full-time____ Part-time____ Does not live with this parent/guardian____

How did you learn about Signature School? Please check all that apply.

☐ Family member ☐ Friend/neighbor ☐ Alumnus/alumnae ☐ Workplace ☐ Signature School Website
☐ Radio/television ☐ Open House poster ☐ Billboard ☐ Print media ☐ Current school counselor
☐ Facebook ☐ Instagram ☐ X (formerly Twitter) ☐ Search engine ad (ex: Google)
☐ Fall Festival Booth ☐ School Window Signage

☐ Other (please specify): _____

How did you hear about Signature School's 8th Grade and Prospective Student Open House? Please check all that apply.

☐ Family member ☐ Friend/neighbor ☐ Alumnus/alumnae ☐ Workplace ☐ Signature School Website
☐ Radio/television ☐ Open House poster ☐ Billboard ☐ Print media ☐ Current school counselor
☐ Facebook ☐ Instagram ☐ X (formerly Twitter) ☐ Search engine ad (ex: Google)
☐ Fall Festival Booth ☐ School Window Signage

☐ Other (please specify): _____

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Instructions: The questions must be completed by the student. Write a response to each of the following questions. **Answers must be handwritten by the student.** Use the space provided (typed answers will not be accepted).

Student Questions

1. Signature School is a community of self-motivated learners. Give examples of how you are a self-motivated learner.

2. What are your academic goals? How will you use your Signature School education to achieve them?

3. Why is a globally-focused education important?

By signing this document, we affirm that all information provided on this application is complete and accurate. We understand that false or incomplete information, or misrepresentation of any kind, throughout the enrollment process will invalidate this application and will result in a removal of the child from enrollment. We also understand, that if admitted, official student records will need to be provided to Signature School prior to student enrollment.

_____ _____

Parent/Guardian Signature Date

_____ _____

Student Signature Date

<u>*Please see instruction page for details about additional required documents.</u>