

Tulare County Office of Education

Tim A. Hire, County Superintendent of Schools

CERTIFICATED TRANSFER REQUEST

- Transfer shall be defined as a change in site or program.
- Teachers with *Intern status and/or Notice of Unsatisfactory Service or Below Standard Evaluation* are NOT eligible to apply.
- A transfer application may be submitted in response to a particular opening that has been announced in Tulare County Office of Education, or to be considered for future vacancies.

Applications can be submitted to: Human-Resources@tcoe.org.

EMPLOYEE INFORMATION

Name			
Preferred Contact Phone #		Last 4 of SSN	
Email Address	Response to transfer request will be emailed to the address below.		
Current Work Location			

Are you on a leave of absence from your current assignment? YES NO

Current Position		Current Status
		<input type="checkbox"/> Permanent
Subject (if applicable)		<input type="checkbox"/> Probationary

TRANSFER INFORMATION

Current Opening If so, please list Transfer Location / Program / Ed Join # _____ **Future Opening**

Available for Transfer: Immediately End of Current Semester End of Current School Year

Employee Signature		Date
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Supervisor Signature		Date
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FOR HR USE ONLY

Notes:

HR Approval: _____

Date: _____