



Services for Students with Visual Impairments (SSVI)

Muriel Stanley Venne Provincial Centre
12360 – 142 St. NW, Edmonton, AB T5L 2H1
Telephone 780-427-4681 AB Toll Free 310-0000
edc.ssvi@gov.ab.ca

REQUEST TO TRANSFER WITHIN THE SAME JURISDICTION

The personal information is collected pursuant to section 33(c) of the *Freedom and Information and Protection of Privacy Act* (RSA 2000, C.F-25). This information will be used for the purposes of providing the child/student with assistive technology and/or resources necessary to meet their educational programming needs. Questions or inquiries regarding the collection and use of the personal information may be directed to edc.ssvi@gov.ab.ca or by telephone at 780-427-4681 (Dial 310-0000 to be connected toll-free from outside the Edmonton area).

Some points to keep in mind when transferring equipment and/or resources to a new school.

- 1) By signing the transfer form, the new school accepts financial responsibility for the item(s) being transferred including the original shipping box(s).
- 2) When the item(s) is returned and there are parts missing, the “new” school is held accountable, because they accepted the transfer. Always check to ensure everything is complete.
- 3) Equipment and/or resources may not be eligible for transfer between students if there is insufficient inventory to meet our current needs.

Select the type of transfer you would like

- Current school to new school for the same student Current school to a new student
 Current school to new school for a different student

School Jurisdiction: _____
(Please use full name not initials)

Transfer requests will not be approved without the signature of the principal of the new school

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Current student: _____ Current school: _____
 Current principal: _____
 New student: _____

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New student
(if appropriate): _____
 New school: _____
 New principal: _____
 Signature: _____

Date items received: _____

