

**LAKE COUNTY SCHOOL DISTRICT R-1**  
**Leadville, Colorado 80461**  
**OFFICIAL CLASSIFIED TRANSFER REQUEST FORM**

Directions Complete one form, including all positions desired, and return to the District Office on or before the deadline date (if applicable) along with an updated resume.

NAME: \_\_\_\_\_ Date \_\_\_\_\_

Present position \_\_\_\_\_

at \_\_\_\_\_ school.

I would like to be considered for the following positions, should they materialize:

1. \_\_\_\_\_ at \_\_\_\_\_

2. \_\_\_\_\_ at \_\_\_\_\_

3. \_\_\_\_\_ at \_\_\_\_\_

List all extracurricular activities you are willing to direct or assist: \_\_\_\_\_

\_\_\_\_\_

List your qualifications for the positions(s) you are applying: \_\_\_\_\_

\_\_\_\_\_

Additional information: \_\_\_\_\_

If these openings occur during the summer months, where can you be reached?

\_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_ e-mail \_\_\_\_\_

Please read the following statement carefully and sign below:

I understand that if at any time I wish to remove my name from consideration for any position(s) to which I have requested transfer, I am obligated to notify the Building Administrator involved immediately regarding my intentions. I also understand that to be considered for any particular position posted, but not specifically listed above; will require the submission of a new Official Transfer Request Form.

\_\_\_\_\_  
Signature