



State CIF Appeals Office
 1256 W. Lathrop Road, #101
 Manteca, CA 95336
 Ph: 209-471-3270 Fax 209-824-7980

DATE OF SECTION DECISION _____
 DATE RECEIVED _____
 DATE REVIEWED _____
 FEE WAIVED _____
 DATE RETURNED _____
 HEARING DATE SET _____
 HEARING NOTICE _____
 DOCUMENTS DUE _____

FOR STATE APPEALS OFFICE USE ONLY

REQUEST FOR APPEAL OF SECTION DECISION
ON TRANSFER ELIGIBILITY

Please refer to Parent Handbook-II at www.cifstate.org for information regarding the appeal process.

**THIS FORM IS TO BE COMPLETED WITH THE ASSISTANCE OF THE
 CURRENT SCHOOL ADMINISTRATION.**

**NO FAX OR E-MAIL REQUEST FORMS ACCEPTED.
 REQUEST FORMS MUST BE SUBMITTED ON TIME, NON-REFUNDABLE
 ADMINISTRATIVE FEE MUST BE SUBMITTED WITH THIS REQUEST FORM.**

1.0 To Timely Process This Appeal Request All of the Following Information Is Required:

CIF Section: _____

Non-refundable Administrative fee of \$150 included: [yes] [no] [exempt] Cashiers Check or Money Order Only.

Name of current school site administrator assisting in the completion of this form:

 PRINT NAME

 TITLE

 SIGNATURE

 DATE

Name of student on whose behalf appeal is filed _____

Name of person(s)/entity filing this appeal (Appellant) _____

Address: _____

 CITY

 ZIP

Telephone: _____

Email: _____

Student's current school and district: _____
 SCHOOL DISTRICT

Student's current principal: _____

Current principal's email: _____

Current school address: _____
 ADDRESS CITY ZIP

Current school telephone: _____ Fax: _____

Student's previous school and district: _____
SCHOOL DISTRICT

Student's previous principal: _____

Previous principal's email: _____

Previous school address: _____
ADDRESS CITY ZIP

Previous school telephone: _____ Fax: _____

League and/or conference in which student will compete:

League: _____ Conference: _____

League and/or conference in which student previously competed:

League: _____ Conference: _____

2.0 Basis for Appeal of Decision (check all that apply) - Required:

- Facts discovered subsequent to Commissioner's decision that could not have been reasonably discovered before decision; (New documents, material and information should be submitted with this application.)
- Procedural violations (e.g., no notice, missed deadlines, etc.);
- Misapplication of facts to bylaw (e.g., not all facts considered, facts misstated, disputed facts, etc.)
- Decision based on inappropriate bylaw (e.g., another bylaw applies)
- Other, explanation required.

Briefly explain the basis of the appeal (attach separate sheet if needed):

3.0 The Following Additional Information Is Required:

1. A copy of the Section Commissioner's written decision is attached to this application. Initial _____
2. All new information, paperwork and documentation to be submitted for consideration have been submitted with this request. [yes] [no] Initial _____
3. Appellant requests a: **(MARK ONE BELOW – See Parent Handbook-II)**
 Single hearing officer **OR** Three-member panel. Initial _____
4. Appellant qualifies for and receives a free or reduced lunch at school. A copy of the approved application or student lunch card is attached to this appeal application. [yes] [no] Initial _____

4.0 Required Certification

I declare under penalty of perjury under the laws of the State of California that the above statements are true and correct; that the supporting documents attached are true and correct copies of the original documents; and acknowledge that the Appeals Panel decision is final.

Appellant's Signature Date

Appellant's Signature Date