



STUDENT BUDGET
SIBLING BUDGET TRANSFER REQUEST
(School/Location)

Parent/Guardian Information

Name: _____
Address: _____
City, State ZIP: _____, _____
Email: _____
Phone: _____

Parent/Guardian Acknowledgement

By signing below, I understand that each student may only transfer funds from their budget ONCE per semester, meaning each student may only have ONE transfer transaction, regardless of being the recipient or sponsor, within a semester. All transfers are FINAL and may not be retransferred once the transaction has been posted. Any cancellations must take place within 5 business days.

Parent/Guardian Signature: _____ Date: _____

Transfer Amount: _____ EUs

FROM	
Student Name	
Student ID#	
Teacher Name	
Teacher's Signature	

Principal/School Director

Sign Date

TO	
Sibling's Name	
Student ID#	
Teacher Name	
Course(s) on MA	Attainable Goal
Teacher's Signature	

OFFICE USE ONLY	
Business Technician	Date Approved: _____
_____ Sign	Date Processed: _____



Pacific Charter Institute

Heritage Peak Charter School • Rio Valley Charter School
Valley View Charter Prep • Sutter Peak Charter Academy

Sibling Budget Transfer Procedure

Students that are designated as Homeschool students may transfer funds between siblings provided the procedures below are followed:

1. One sibling transfer can be made either to a sibling or from a sibling once per semester.
2. A maximum amount of 250 Educational Units (EUs) can be transferred **FROM** one sibling per semester.
3. Any one student may only have a maximum annual budget of 3000 EUs after transfers.
4. The transfer must be approved by the family Teacher, School's Principal (or Director), and the school's Business Technician in order to be valid.
5. Funds must be used for valid educational requests and subject to the student's attainable goal.
6. Transferred funds must be used in accordance with all PCI Student Budget Policies and Procedures.
7. PCI reserves the right to refuse any transfer if PCI Student Budget Policies and Procedures are not followed.
8. Sibling Budget Transfer Requests must be submitted by the deadline

Fall – Friday, December 4, 2026

Spring – Friday, April 2, 2027