

ADMISSIONS
INTERDISTRICT TRANSFERS

FDA
(EXHIBIT)

See the following pages for forms regarding student transfers:

Exhibit A: Nonresident Student Request to Transfer into the District — 2 pages

Exhibit B: Transfer Agreement — 2 pages

EXHIBIT A

NONRESIDENT STUDENT REQUEST TO TRANSFER INTO THE DISTRICT

1. Student's name: _____
2. Current address: _____

3. School district in which student resides: _____
4. Parent's name: _____
5. Parent's address: _____

- Home phone: _____ Work phone: _____
6. Reason for transfer request: _____

7. Is either parent employed by the _____ SD: Yes No
8. Has the student ever been enrolled in _____ SD? Yes No
9. Student's grade level for year of requested transfer: _____
10. Student's attendance record:
 - a. How many days was the student absent in the school year prior to the year for which a transfer is requested? _____
 - b. If this request is for a transfer during a school year, how many days has the student missed in the current school year? _____
 - c. If the student missed more than ten percent of the days in the school year, please provide an explanation: _____

11. Has the student been expelled or removed to a DAEP for one or more days in the most recent school year? Yes No During the preceding year? Yes No
If yes to either question, for what offense(s)? _____

12. Please complete the Texas Education Agency's Application for Transfer form attached.

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As a parent or person standing in the position of legal responsibility for the child named in this request, I acknowledge that I have received a copy of _____ SD's policies FDA(LEGAL) and FDA(LOCAL) and the Transfer Agreement that must be executed before the child is enrolled in the District. The information provided in this form is true and factual to the best of my knowledge, and I understand that if any of this information is ever found to be incorrect, this application may be denied or revoked.

Parent Signature _____

Date _____

Transfer Approved Disapproved

Superintendent Signature _____

Date _____

EXHIBIT B

TRANSFER AGREEMENT

This Transfer Agreement establishes the terms and conditions for _____ (“student”) to attend the _____ SD public schools (“District”) as a transfer student for the _____ school year, although the student is a resident of the _____ SD. The student’s parent or other person having lawful control of the student, _____ (“parent”), requests that the student be permitted to attend District schools in the _____ school year and agrees to the following terms and conditions for that transfer:

1. This transfer is effective for the current school year only. District approval of this transfer creates no right or expectation that the student will be admitted as a transfer for any subsequent school year.
2. This transfer is approved for the named student only. District approval of this transfer creates no right or expectation that another student from the same family will be admitted as a transfer.
3. The student must maintain acceptable levels of attendance and compliance with District rules and regulations, including the Student Code of Conduct, throughout the entire school year. Acceptable levels are defined as:
 - a. Attendance that does not place the student at risk of losing credit under Education Code 25.092 or require the District to warn the parent or the student of truancy proceedings under Education Code 25.095;
 - b. Compliance with the District’s rules and regulations, including the Student Code of Conduct, such that no offenses result in removal to a disciplinary alternative education program or expulsion, and no more than _____ referrals are made within any grading period for other misconduct.
4. In accordance with Board policy FDA(LOCAL), the Superintendent may revoke the transfer of a student who fails to maintain an acceptable level of attendance or compliance with District rules and regulations, including the Student Code of Conduct, or may initiate withdrawal of a student whose tuition payments are delinquent. Notice of revocation will be sent to the district of residence.
5. If this agreement is revoked, revocation ordinarily will be effective at the end of a semester; however, the Superintendent has discretion to revoke the transfer immediately if the student’s continued attendance threatens the safety of other students or teachers or will be detrimental to the educational process. If this agreement is revoked for nonpayment of tuition, revocation will be effective immediately.

6. The District will charge tuition in the amount of \$_____ per year. Tuition must be paid in six equal amounts of \$_____, _____ days in advance of each six-week period. If a tuition payment is not received by the due date, the District may revoke the transfer agreement.
7. The parent or the student will be responsible for transportation to and from the District school to which the student is assigned.
8. The student and parent acknowledge that eligibility of transfer students for participation in any UIL activity or other activities governed by UIL rules and regulations will be determined in accordance with UIL rules and regulations.
9. Except as modified by this transfer agreement, the student will be subject to all policies, regulations, rights, privileges, and responsibilities of enrollment in the District as if he or she resided in the District.

The District and the parent agree that this transfer agreement is the entire agreement controlling the admission and enrollment of the student in the District for the _____ school year.

Parent's signature _____

Date _____

Superintendent's signature _____

Date _____