

# San Felipe Del Rio

Consolidated Independent School District



P.O. Drawer 428002

Del Rio, Texas 78842

## IN-DISTRICT TRANSFER REQUEST

**2023-2024**

*A transfer request, if approved, will be only for the current school year.*

Student's Last Name, First Name	Date of Birth	ID Number	Grade	Zone Campus (as per home address)	Requested Campus

Parent/Guardian Last Name, First Name	Street Address	Primary Phone Number

Reason(s) for Request:    Active Duty Military        Unit Sibling

Other \_\_\_\_\_

Disapproved: \_\_\_\_\_ Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_

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### Intra-District Transfers: FDB (Local)

The Superintendent's designee shall assign students to schools according to attendance zones and reassign them in order to conform to:

1. Any changes in those boundaries; or
2. Mandated student/teacher ratios

However, a student in kindergarten - grade 5 may request a transfer to any other elementary school on a space-available basis and observation of class-size caps.

A student who wishes to attend a school other than as assigned shall obtain prior approval from the Superintendent's designee at the Department of Student Services. A written request must be received in the office of student services according to the deadlines specified by that office. The availability of space shall be determined and the transfer request shall be approved or referred for further consideration subject to the provisions of this policy.

Unless otherwise required by law, transportation **shall not** be provided to a student who is transferred under this policy.

When a student is reassigned, the parent/guardian shall be notified in writing.