



Student Transfer Request Form

Date Received: _____

Time Received: _____

Complete this form completely and legibly and return it to the requested campus. *(Incomplete applications will not be considered)*

Attach the following records:

- 1.) ATTENDANCE RECORD,
- 2.) DISCIPLINE RECORD, and
- 3.) MOST RECENT REPORT CARD

Applications Accepted – The First School Day in February – the last school day in April

STUDENT INFORMATION

School Year (must file a new application each school year): 20____-20____

Last Name _____ First Name _____ MI _____ DOB (MM DD YY) _____ TISD STUDENT ID _____ Next Year Grade Level _____

PARENT/LEGAL GUARDIAN INFORMATION

Home Attendance Zone Campus _____

Name(s) _____ Relationship to Student: _____

Resident Address: _____ TX _____

Street and Apt. #

City

Zip Code

Telephone Contact: Home: _____ Work: _____ Cell: _____

Transfer To: _____ Transfer From: _____

Reason for Transfer:

Important Notice

My signature below confirms that the information I have provided on this form is accurate and complete. I understand that falsification of any information on this form is grounds for immediate revocation of a transfer. I further understand and agree that:

- TISD reserves the right to revoke any transfer if the District determines that a transfer student's placement becomes a disruption to school operations or a detriment to the learning of other students because of disciplinary or attendance problems
- A transfer student's prompt and regular attendance at school and compliance with all school rules and Board policy, including the Student Code of Conduct and any campus rules, are conditions for the transfer
- Transfer students must abide by UIL rules and regulations
- TISD will revoke the transfer and withdraw from enrollment a student who no longer qualifies for transfer at year end
- TISD is not responsible for providing any transportation to or from school for any transfer student
- **Transfers are for ONE year only**
- **Decisions are final if denied based on space availability at the receiving campus or applications submitted after the deadline**

_____ Approved _____ Not Approved

Parent/Legal Guardian Signature _____ Date _____

Receiving Principal's Signature _____ Date _____

Student Services Office Signature _____ Date _____