



*Devine Independent School District*

605 W. Hondo Ave., Devine, Texas 78016

(830) 851-0795 Fax (830) 663-6706  
*Dr. Todd Grandjean, Superintendent*

## **DEVINE ISD GUIDELINES FOR TRANSFER STUDENTS**

Devine Independent School District is accepting a limited number of transfer students for the 2025-2026 school year. Eligible students will be accepted as space allows.

Transfer students must meet the following criteria:

- Satisfactory academic progress during the previous school year
- Record of compliance with the Texas Compulsory Attendance Law
- Satisfactory discipline record from the sending campus
- Completion of all application paperwork within deadlines
- Applications for Headstart and PreK students will not be accepted

Students will not be accepted if their admission creates adverse conditions for Devine ISD in terms of space, financial exigency, or personnel or capital outlay requirements. Students must annually reapply to be accepted as a transfer student, and must make satisfactory academic progress, maintain acceptable conduct and attendance, comply with rules and regulations, and remain current on tuition payments throughout the previous academic year.

In addition to the completed Application for Student Transfer, first time transfer applicants must also submit the following documentation at time of application:

- **Academic Record** - Include most recent academic record (latest report card or transcript) and latest assessment testing scores. The transfer application is not complete until updated records have been submitted. Student records must include any special services provided to the student
- **Attendance Record** - A complete record of attendance from the most recent year of school must be included. (May be included on report card)
- **Discipline and/or criminal record** – School records or written records describing any school discipline for the current school year must be submitted. Records must include a description of any criminal record or pending criminal proceedings. If no records exist, a memo or letter from the registrar or campus administrator must verify that there were no discipline infractions for the student.

Please note that as a first time transfer student, your child's transfer request will not be considered until all required information and documentation is received. All transfer applications will be processed and reviewed on a first-come first-served, case by case basis. Incomplete transfer packets will not be considered.

Applications for the 2025-2026 school year will be accepted beginning July 1, 2025 and all transfer information must be completed and submitted by the July 28, 2025 deadline. Parents/guardians will be notified no later than August 6, 2025 regarding acceptance. Once your student has been accepted as a transfer, please submit the completed Non-Resident Transfer Agreement along with full tuition payment no later than August 7, 2025 (Tuition must be paid prior to receiving schedule or teacher assignment). Applications may be obtained from the Office of the Superintendent at 605 W Hondo Ave. (830-851-0795).



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## Application for Student Transfer 2025-2026

### Section A: General Information

Student's Name		Grade Level	
Student's Date of Birth:		SSN:	
Name and Address of Parent(s) or Guardian Completing Application:			Comments:
Daytime Telephone Number		Home Telephone Number	
Emergency Telephone Number			
Reason for Transfer Request to Devine ISD			

### Section B. Eligibility Status

Indicate the status under which the student is eligible:	
<input type="checkbox"/>	Parent works in Devine ISD. Children of teachers and administrators may transfer with no annual tuition fee, but must apply annually.
<input type="checkbox"/>	Student is not a resident of Devine ISD and wishes to attend.
<input type="checkbox"/>	Student is currently a transfer student at Devine ISD.

### Section C: Student Information – For new student transfers

The student is currently enrolled in:			
<input type="checkbox"/>	Public school. Please give the district and phone number.	District/School Name	
<input type="checkbox"/>	Private school. Please give the school and phone number.		
<input type="checkbox"/>	Parochial or home school.		
<input type="checkbox"/>	Charter school or academy.	District/School Phone #	
Through which grade has the student successfully completed his/her education?			
Which grade will the student request transfer into?			
Student's attendance record:			
	How many days was the student absent in the school year prior to the year for which a transfer is requested?		
	If this request is for a transfer during a school year, how many days has the student missed in the current school year?		
If the student missed more than ten percent of the days in the school year, please provide an explanation:			

Has the student engaged in conduct or misbehavior within the preceding years that has resulted in removal to an alternative education program (AEP), a disciplinary assignment outside the regular classroom or expulsion from any school district, charter school, private or parochial school, or academy?		Yes	No
If <b>YES</b> , please specify school and disciplinary placement			
Reason for Removal			
Duration of Removal			
Is the student on probation, conditional release, or informal adjudication from a juvenile court for engaging in delinquent conduct or conduct in need of supervision?		Yes	No
If <b>YES</b> , the legal guardian must provide a copy of the appropriate supporting court documents.			
Is the student on probation or other conditional release for conviction of a criminal offense?		Yes	No
If <b>YES</b> , the legal guardian must provide a copy of the appropriate supporting court documents.			
Has any official, administrator, or director of the school from which the student is transferring communicated to you that the student would not be permitted to return to the school the following academic year?		Yes	No
If <b>YES</b> , what reason was given?			
Are state-required vaccinations of the student complete and current?		Yes	No
If <b>YES</b> , please submit a copy of the vaccination records within 30 days of your application.			
Previous Participation Information			
If your child is in the 7th to 12th grade, will they be participating in the District's Athletic Program?		Yes	No
	If <b>YES</b> , has your child had a physical for the current year?	Yes	No
Does your child receive Special Education and related services?		Yes	No
If <b>YES</b> , please provide a copy of the last implemented IEP.			
Does your child have a Section 504 plan?		Yes	No
If <b>YES</b> , please provide a copy of the last implemented Section 504 plan.			
Has your child been identified as Gifted and Talented?		Yes	No
If <b>YES</b> , which grade?			
Permission is hereby granted for my child to receive the routine screening offered by Devine ISD which may include vision, hearing and such general testing as ability, vocational aptitude, interest inventories, and achievement.		Yes	No
Is any person legally restricted from picking up your child from school?		Yes	No
If <b>YES</b> , please provide the names and documentation at time of enrollment.			
For Office Use Only			
Y/N Satisfactory discipline record from the sending campus		Y/N Available space at grade level	
Y/N Satisfactory academic record from the sending campus		Y/N Completion of all application paperwork within deadlines.	
Y/N Record of compliance with the Texas Compulsory Attendance Law		Other: _____	
<input type="checkbox"/> Transfer Approved <input type="checkbox"/> Transfer Denied		_____ Administrator/Designee Signature	



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## **AUTHORIZATION FOR THE RELEASE OF STUDENT RECORDS**

\_\_\_\_\_  
School

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Fax Number

**Name of Student(s)**

**Date of Birth**

**Current Grade**

_____	_____	_____
_____	_____	_____
_____	_____	_____

I hereby authorize the release of any and all transcripts, grades, test records, record of attendance, discipline records, health records, psychological and diagnostic evaluations on the student(s) listed above to:

Dr. Todd Grandjean, Superintendent  
Devine Independent School District  
605 W Hondo Ave  
Devine, Texas 78016

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Date

§

(For Parent)

This is an agreement concerning the transfer of \_\_\_\_\_  
 ("Student"), a non-resident student, into the DEVINE INDEPENDENT  
 SCHOOL DISTRICT. The agreement is entered by \_\_\_\_\_  
 ("Parent"), on behalf of the Student, and the DEVINE INDEPENDENT  
 SCHOOL DISTRICT.

### Recitals and definitions:

1.1 Neither Parent nor Student is a resident of DEVINE INDEPENDENT SCHOOL DISTRICT. Student desires to enroll as a student in the DEVINE INDEPENDENT SCHOOL DISTRICT. Parent is willing to pay the tuition set by DEVINE INDEPENDENT SCHOOL DISTRICT in order for Student to attend school in the District.

1.2 Parent acknowledges that the constitution or rules of the University Interscholastic League may require the District to exclude the Student from participating in certain extracurricular interscholastic competitions.

1.3 "Cause" includes, without limitation, notification to the District by an agency of the state or federal government that the transfer contemplated by this agreement is not authorized by law, the failure of the Parent to timely remit any tuition payment, or any disciplinary infraction by the Student which under this agreement permits revocation.

1.4 Transfer criteria. Transfer applications are considered on an individual basis without regard to sex, race, ethnicity, national origin, religion, disability or ancestral language. In making transfer decisions, the Superintendent, as the Board's designee, may consider grades, achievement test scores, attendance, disciplinary history, class sizes, available resources, and any potential adverse effect on resident students.

1.5 The Parent's signature constitutes an application for transfer of the Student. No transfer is granted until the Superintendent's signature appears on this document.

## Mutual Promises:

2.1 No property interest created: Parent and Student acknowledge that because the Student is not a resident of DEVINE INDEPENDENT

SCHOOL DISTRICT, any right of the Student to become or remain enrolled or to receive any educational services is based on this agreement rather than on residence or on state eligibility criteria or any federal or state property interest. This agreement does not create any property interest in favor of the Student in becoming or remaining enrolled in any District school. This agreement does not create any enforceable interest beyond its termination or revocation.

2.2 Student behavior and discipline: The Parent and the Student understand that the Student is required to comply with the same behavioral expectations as those required of resident students, and that those expectations are communicated through student handbooks, classroom rules, the Student Code of Conduct, and the directives of teachers and administrators. The continued effectiveness of this agreement is conditioned upon the Student's compliance with the expectations imposed through the communications described in this paragraph.

2.3 This agreement supersedes any representations made through any student handbook, posted rules, Student Code of Conduct, or Board Policy, concerning procedures for student discipline investigation, the providing of due process, and the administration of any sanctions. The processes described in the Student Code of Conduct apply only to students who are residents of the District. No promises concerning investigation, due process, or consequences that may be contained in rules, handbooks, or information distributed to the student body concerning student discipline matters shall become a part of this agreement.

2.4 Tuition amount and payment: The total amount of tuition for this Student for the 2025-2026 school year is □ \$1,000 □\$250. Full payment of this amount must be paid at the time the "Application for Transfer" is submitted. **The application and full payment are due on or before July 28, 2025.** If the application for transfer is rejected, this money will be reimbursed to the Student within thirty (30) school business days of the date the application is rejected by the District.

2.5 Duration of the agreement: Unless canceled or revoked by its terms, this agreement applies to the 2025-2026 academic year, and will expire on the last day of that year. This agreement creates no property interest in or right to attend school in the DEVINE INDEPENDENT SCHOOL DISTRICT beyond the date of its expiration, cancellation, or revocation. A new application must be submitted and approved each school year.

2.6 Parent's right to cancel: The parent may cancel this agreement by giving thirty (30) days written notice to the Superintendent or by becoming

a resident of DEVINE INDEPENDENT SCHOOL DISTRICT. In case of cancellation, the District will refund a pro-rata share of any pre-paid tuition.

**2.7 Revocation for nonpayment of tuition: This Agreement is revoked if the tuition set forth above is not paid in full as required by Section 2.4 above.**

2.8 Superseding law: The District may revoke this agreement if it receives notice from the Texas Education Agency or from any court of competent jurisdiction that the transfer the subject of this agreement is in violation of Civil Order 5281 (pertaining to state-wide desegregation plan) or other law regulating discrimination on the basis of race, ethnicity, or national origin. In case of such supersession, the District will refund a pro-rata share of any pre-paid tuition.

2.9 Status of non-resident Student: Except as provided by this agreement, the non-resident Parent and Student possess all rights and are held to all duties provided by law and policy for resident parents and students subject to the limitations provided in this agreement.

2.10 Disciplinary infractions: Any conduct by the Student that would result in a mandatory assignment to the District's Disciplinary Alternative Education Program (DAEP) or expulsion for a resident student or that constitutes "serious" misconduct under the District's Student Code of Conduct shall result in revocation of this agreement. At the Superintendent's discretion, in consultation with the campus Principal, any conduct by the Student that could result in a discretionary DAEP removal may result in revocation of this agreement.

2.11 Additional Conditions: This section supplements and does not limit the agreements in the section entitled "Disciplinary infractions." Since an inter-district transfer is a privilege rather than a right, the continued education of the non-resident Student is subject to these conditions and may be revoked upon any of the following occurrences as determined by the Superintendent:

- a. The Student's attendance falls below ninety (90) percent in any semester, or the Student is habitually truant.
- b. The Student earns repeated failing grades in any class.
- c. The Student has engaged in repeated minor violations of the Student Code of Conduct.
- d. The Student has engaged in any gang-related activity.
- e. The Student has engaged in repeated behavior that hinders the learning of other students.
- f. The Student has engaged in conduct that is disruptive to the

educational process of the District.

Should any of these behaviors occur, the campus Principal will consider the circumstances of the behavior and make a recommendation to the Superintendent concerning the status of the transfer. If the transfer is revoked, the District will notify the Parent and the Student's district of residence.

A decision to revoke the Student's transfer may be appealed in accordance with policy FNG (LOCAL). Pending the appeal, the Student will not be permitted to attend school at the District.

2.12 The Parent agrees that, in the event of revocation, the Student will be immediately enrolled in the district of residence, another public school, or a private school that meets the curriculum requirements of state law.

2.13 The Student Code of Conduct is incorporated by reference for the limited purposes described in this agreement. The Parent and the Student understand and agree that the Student is not entitled to the disciplinary processes described in the Code for resident students.

The Parent understands and accepts the conditions of this agreement.

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Signature of Parent

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Date

The Student understands and accepts the conditions of this agreement.

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Signature of Student

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Date

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SUPERINTENDENT  
DEVINE INDEPENDENT  
SCHOOL DISTRICT

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Date