

Information for Transfer Application

Attached please find the Application for the Transfer for the 2016-17 school year. As we move forward to prepare our budgets for the coming year, we need to determine the number of students that the District can accommodate on a transfer basis as we must consider the availability of space and instructional staff for the coming year.

In order to grant a transfer to a non-resident student, the District must receive a fully completed and signed Application for Transfer no later than April 30, 2016 for the coming 2016-17 school year. Applications shall be submitted to Jimmy Cox, Superintendent, at Waskom ISD during regular business hours in person. Applications are accepted via mail or fax as well.

Failure to provide the completed application by April 30, 2016 will result in an automatic denial of the transfer.

The Superintendent will review the applications and make a determination no later than May 20, 2016 as to whether the transfer will be granted or denied. The parent will be notified by mail and email at the address provided upon the application. The Waskom Independent School District does not discriminate on the basis of race, color, religion, sex, national origin or disability in its programs and activities.

Tuition payments for 2016-2017 school year must be paid in full to Waskom ISD prior to the commencement of the 2016-2017 school year. Failure to pay tuition can serve as grounds for revocation of the transfer agreement.

A copy of this Information for Transfer Application was received.

Signature of Student if over the age of 10		Date	
Signature of Parent or Guardian		Date	

Deadline to Apply: April 30, 2016

Waskom ISD
District Name

102-903
County-Dist. Number

APPLICATION FOR OUT OF DISTRICT TRANSFER SCHOOL YEAR 2016-2017

WASKOM ISD does not accept Pre-K Transfers

Student's Legal Name	Gender	Date of Birth	Social Security #	*Ethnic Code	Previous District Attended	Grade in 2015-2016	Grade in 2016-2017	Exemption /Hardship **Code

*American Indian/Alaska Native – 1; Hawaiian /Pacific Islander – 2; Asian – 3; African American – 4; Hispanic/Latino – 5; White/Caucasian – 6
**Employee - E; Graduating Senior - B;

This section must be read and completed by the parent or legal guardian:

I understand and accept the conditions of the transfer agreement in accordance with board policy FDA (local) and I accept responsibility of meeting all acceptable levels for transfer. I also understand that the district does not provide transportation for transfer students and that this transfer is only effective for the 2016-2017 school year. I also understand that failure to make payment of tuition may result in a revocation of the transfer agreement.

I am the student's Parent or Guardian

Name: _____ Email Address: _____

Mailing Address: _____

Physical Address: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

List any special programs student(s) is enrolled in i.e. Special Education, GT, LEP, 504, etc:

Please answer the following fully and completely:

Is Parent/Guardian a District Employee?	Yes		No	
If yes, Employee's Campus/Department?				
Employee's Position?				
Length of Employment with District?				

The information provided on this form is current and accurate. I have read, and understand, the Transfer Agreement will comply in all ways with the information provided.

Signature of parent/guardian making this request:

Date _____

Person Receiving Report:

Name	Title	Date	Signature

Return form to:
Waskom ISD/Attn: Transfers
P. O. Box 748
Waskom, TX 75692
Or
Fax to: 903-687-3253

Waskom ISD Transfer Agreement 2016-2017

My signature below confirms that I have read and agree to the terms and conditions of the Transfer agreement. Students in grades K-3 are not required to initial terms and conditions of agreement or sign the transfer agreement.

Student Name	Signature of Student	Printed name of Parent/Legal Guardian	Signature of Parent/Legal Guardian	Date

Both student (Grades 4-12) and parent must initial the terms and conditions of the Transfer Agreement below.

Student's Initials	Parent's Initials	Terms and Conditions of Transfer Agreement
		I have been provided and have read the transfer policy of Waskom ISD which was included in my Application Packet located in the Waskom ISD Policy FDA (Local).
		Parent must assume responsibility for transportation of Student.
		Parent or guardian agrees to notify the campus of any address changes.
		Transfers are considered separately for each child, so in some cases a transfer may be approved for one sibling, but not for another.
		Transfers can affect a student's UIL participation eligibility.
		Parents and Student agree to assume responsibility for satisfactory attendance, discipline, achievement of the student, and cooperation with the school staff while at the transfer school. When these responsibilities are not met, the transfer will be revoked.
		Students who live outside of the district and who are not children of employees must pay tuition to Waskom ISD which is currently \$_____ per year.

Received of:		
Print Name	Print Title	Date

Action by the Superintendent

The following documents have been received of the student applying for transfer:

- Information for Transfer Application
- Student signature or student under the age of 10
- Parent signature
- Dated
- Application for 2016-2017 school year received
- Received prior to April 30, 2016
- All information concerning Student is complete in Line 1
- All information relating to parent is complete
- Special Programs section is complete
- Employee Exemption completed
- Signed and Dated by Parent
- Waskom ISD Transfer Agreement completed
- Required signatures are on line 1
- Required initials in section 2

This section must be completed by the receiving district superintendent or designee:

The above transfer was approved or denied on _____ Date.

Superintendent or Designee signature _____

_____ Decision mailed to parents on _____ Date.

_____ Decision emailed to parents on _____ Date.

ADMISSIONS
INTERDISTRICT TRANSFERS

FDA
(LOCAL)

AUTHORITY	<p>The Superintendent is authorized to accept or reject any transfer requests, provided that such action is without regard to race, religion, color, sex, disability, national origin, or ancestral language.</p> <p>A resident student who becomes a nonresident during the course of a semester shall be permitted to continue in attendance for the remainder of the semester.</p>
TRANSFER REQUESTS	<p>A nonresident student wishing to transfer into the District shall file an application for transfer each school year with the Superintendent or designee. Transfers shall be granted for one regular school year at a time.</p>
FACTORS	<p>In approving transfers, the Superintendent or designee shall consider availability of space and instructional staff and the student's disciplinary history and attendance records.</p>
TRANSFER AGREEMENTS	<p>A transfer student shall be notified in the written transfer agreement that he or she must follow all rules and regulations of the District. Violation of the terms of the agreement may result in a transfer request not being approved the following year.</p>
TUITION	<p>If the District charges tuition, the amount shall be set by the Board, within statutory limits.</p>
WAIVERS	<p>The Board may waive tuition for a student based on financial hardship upon written application by the student, parent, or guardian. [See FP]</p>
NONPAYMENT	<p>The District may initiate withdrawal of students whose tuition payments are delinquent.</p>
APPEALS	<p>Any appeals shall be made in accordance with FNG(LOCAL) and GF(LOCAL), as appropriate.</p>