

New Home Construction Intra/Inter District Transfer Instructions

New Home Construction Transfer is for a student whose new home in Tomball ISD is in the process of being built. The family does not have to live in the district while their home is being built. The estimated date of completion for the new home must be within the current semester.

To Apply:

- Go to: <https://www.tomballisd.net> > Student and Families > Registration > TISD LINK
- Create or Log In to your Parent/Guardian Tomball ISD LINK Account (Forgot Password is also available if you forgot your password. An email on how to reset your password will be sent to your email associated with your Tomball ISD LINK account.)
- Click on My Link (on the top of the page)
- Click on “Request A Student Transfer” > Fill out a Transfer answer questions
- Before typing in your name (exactly as it appears), make sure to also upload the following documents:
 - **Student Birth Certificate**
 - **Parent’s ID/Driver’s License**
 - **Parent’s Current Proof of Residency** (current utility bill, lease agreement or purchase agreement)
 - **Letter from the Home Builder** (must be on company letterhead and state estimated date of completion.

You may check your Transfer Application status for any notifications in case additional documents are required to process your request.

If you have any concerns, please email studentservices@tomballisd.net
Make sure to provide the student’s name in the email along with a contact number.

Thank you,

Tomball ISD Operating Services