



Silsbee Independent School District

415 Highway 327 West | Silsbee, Texas 77656 | 409-980-7800

Transfer Application for Nonresident Students

The completion of this application is a request for transfer only. Silsbee ISD (SISD) will determine whether the transfer request is granted. The request is not granted until the Superintendent's signature appears on the Transfer Application.

NOTICE: A person making a false statement in this document or any other document for the purpose of school enrollment commits a criminal offense under §37.10 of the Texas Penal Code and is subject to imprisonment or fine. Further, a person enrolling a child under false documents violates §25.001 of the Texas Education Code and is subject to liability for tuition or costs under Texas law.

In 1995, the Texas Legislature created the Public Education Grant (PEG) program (TEC §29.201-29.205). The PEG program permits parents whose children attend schools on the PEG list to request that their children transfer to schools in other districts. Included on the PEG list are campuses with passing rates on STAAR that are less than or equal to 50% in any two of the preceding three years.

 Check here if you are requesting a transfer to SISD because your home campus is on the PEG list.

Student's Full Legal Name: _____ Today's Date: _____

School year and grade level for which this application is being made: Year _____ Grade Level _____

Student's Social Security #: _____ Students Date of Birth: _____
mm/dd/yyyy

Parent/Guardian Names: (Father) _____ (Mother) _____

Address where Father resides: _____
Street City State Zip

Address where Mother resides: _____
Street City State Zip

Student resides with: Father Mother Other: _____
Other Name

Relationship: _____

Address: _____
Street City State Zip

Contact Information:

	Mother	Father	Other
Home Phone Number			
Cell Phone Number			
Work Phone Number			
Email			

Name of siblings: _____ Grade Level _____

_____ Grade Level _____

_____ Grade Level _____

*****Separate Transfer Application required for each student*****

Reason for Transfer _____

PRIOR SCHOOL DISTRICT INFORMATION

School District Student currently lives in: _____

School District Student last attended: _____ Campus: _____ Grade: _____

Was the student enrolled in SISD the preceding year as a transfer student? Yes No

Special Programs that apply: ESL 504 GT Sp Ed Speech Other: _____

GENERAL INFORMATION:

Is the student a child of an employee of SISD? Yes No - If yes, name of employee _____

ATTENDANCE INFORMATION:

Number of Absences for the current school year: _____ prior school year: _____

If the student missed more than 10% of school days in the current or prior year, please provide an explanation:

DISCIPLINE INFORMATION:

Has the student ever been suspended out of school, placed in a DAEP, expelled, or placed in JJAEP? If yes, explain: _____

Yes No

Is the student currently on probation or other conditional release for a conviction of a criminal offense? If yes, explain: _____

Yes No

Is the student on probation or other conditional release for delinquent conduct or conduct in need of supervision? If yes, explain: _____

Yes No

ACKNOWLEDGMENTS: Parent/Guardian must initial each of the following:

_____ I understand that enrollment at SISD as a transfer student is a privilege, and as such, my student and I agree to abide by all aspects of the FDA(Local) and FDA(Legal) Board Policies and the terms of this Transfer Application.

_____ I understand that my student will be expected to follow all rules and regulations of SISD, including those for student conduct and attendance, and that failure to do so may result in the revocation of the transfer agreement at any time during the school year.

_____ I understand that, if approved, the transfer is for a period of one school year only and, as stated above, subject to revocation during the school year. I understand that my student must reapply for transfer each year.

_____ I understand that a campus administrator or designee from the campus the student is applying for transfer will contact the student's last school attended to discuss the student's attendance, academics, and disciplinary status.

_____ I understand that SISD will not be responsible for transportation of my student to or from school. I will be responsible for the transportation of my child to or from school.

(ACKNOWLEDGMENTS continued)

_____ I understand that falsification of information is a Class A Misdemeanor and can lead to legal action.

_____ I have received a copy of SISD Board Policies FDA(Legal) and FDA(Local), regarding transfer students.

_____ I have received a copy of the UIL eligibility requirements for academic, music, and athletic competition.

_____ I understand that being approved for transfer in one school year creates no right or expectation that my student will be admitted as a transfer student in subsequent years.

_____ I understand that admission of one student in a family creates no right or expectation that another student from the same family will be admitted as a transfer.

_____ I will provide all appropriate documentation:

- > Proof of Residency > Immunizations > Birth Certificate > Social Security Card
- > School records (attendance, grades, transcript, and discipline)

_____ **Date:** _____

Signature of Parent/Guardian

| FOR DISTRICT USE ONLY |

Is space available at the required grade level?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Reviewed by _____
Is disciplinary record acceptable?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Reviewed by _____
Is attendance record acceptable?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Reviewed by _____
Is academic record acceptable?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Reviewed by _____
Is assessment record acceptable?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Reviewed by _____

PRINCIPAL RECOMMENDATION (from campus student would attend in SISD if approved)

I recommend this student be approved as a transfer student: Yes No

_____ **Date:** _____

Principal Signature

SUPERINTENDENT RECOMMENDATION

I recommend this student be approved as a transfer student: Yes No

_____ **Date:** _____

Superintendent Signature

**SILSBEE ISD
STUDENT TRANSFER APPLICATION
VERIFICATION FROM CURRENT DISTRICT**

Directions for Parent/Guardian: Complete the student's name, social security number, district name, and campus name below and take this form to the campus where your child is currently enrolled and ask them to complete the remainder of the form. If your child was in multiple school districts or on multiple campuses in the current and prior school years, you may make copies of this form as needed.

Directions for Campus/District: The student listed below is applying for transfer enrollment in Silsbee ISD. Please provide the requested information to the student or parent for inclusion with the transfer application. Please provide the information for the most recent school year and the current year if the application is being made during a school year.

Student's Full Legal Name: _____ **Social Security #:** _____

Current School District: _____ **Current Campus:** _____

DISCIPLINE INFORMATION:

Was the student suspended out of school, placed in a DAEP, expelled, or placed in JJAEP for one or more days in the current school year? YES NO

Was the student suspended out of school, placed in a DAEP, expelled, or placed in JJAEP for one or more days in the previous school year? YES NO

To your knowledge, is the student currently on probation or other conditional release for conviction of a criminal offense? YES NO

To your knowledge, is the student currently on probation or other conditional release for delinquent conduct or conduct in need of supervision? YES NO

To your knowledge, did the student have any disciplinary referrals in the current or preceding school year? YES NO

ATTENDANCE INFORMATION	Prior School Year (Specify Year) _____	Current School Year (Specify Year) _____
Number of Days the Student was Enrolled		
Number of Days the Student was Absent		
Number of Times the Student was Tardy		

Signature of Administrator or Designee Title Date

****NOTICE: STUDENT'S ACADEMIC RECORD:** Please provide the following for the student, if applicable: Current Academic Transcript; State Assessment results; Achievement, Aptitude, and/or Readiness results; most recent ARD; most recent 504 information; most recent RTI information.

UIL Eligibility Standards

The sole purpose of eligibility rules and contest regulations is to keep competition equitable and to maintain activities in proper perspective. It is the responsibility of each school to see that students do not compete unless they comply with all eligibility rules. It is also the responsibility of the student to observe and obey these standards. According to UIL standards, students are eligible to represent their school in interscholastic activities if they:

- have not graduated from high school,
- are full-time, day students in the school, and have been in regular attendance at the school since the 6th class day of the present school year, or have been in regular attendance for 15 or more calendar days before the contest or competition,
- are in compliance with state law and rules of the Commissioner of Education, (see [TEA-UIL Side By Side](#))
- are enrolled in a four year, normal program of high school courses, and initially enrolled in the 9th grade not more than 4 years ago nor in the 10th grade not more than 3 years ago,
- were not recruited,
- are not in violation of the awards rule, and
- meet the specific eligibility requirements for academic, music and/or athletic competition.

Eligibility for Academic Contests

- meet all the requirements above, and
- have not changed schools for the purpose of participating in a UIL academic contest.

Eligibility for Music Contests

- meet all the requirements above, and
- have not changed schools for the purpose of participating in a UIL music contest.

Eligibility for Athletic Contests

- meet all the requirements above,
- are less than 19 years old on September 1 preceding the contest or have been granted eligibility based on a disability that delayed their education by at least one year,
- live with their parents inside the school district attendance zone their first year of attendance (see your school administrator for exceptions),
- have not moved or changed schools for athletic purposes,
- have not violated the athletic amateur rule, and
- were eligible according to the fifteen day rule and the residence rule prior to district certification.

Schools may adopt stricter standards for eligibility to participate in extracurricular activities.

Agreement Between Districts	The board may, by means of a mutual agreement with the board of an adjoining district, transfer any student to the jurisdiction of that adjoining district. All transfers shall be made pursuant to the requirements of Education Code 25.032 through 25.034. The board, together with the board of the adjoining district, shall agree to the transfer of school funds proportionate to the transfer of attendance when such interdistrict transfers are made. <i>Education Code 25.035</i>
Initiated by Student or Parent	Any student, other than a high school graduate, who is under 21 years of age and eligible for enrollment on September 1, may transfer to another Texas district, provided that both the receiving district and the applicant's parent, guardian, or person having lawful control agree in writing to the transfer. <i>Education Code 25.036</i> [See also FD]
Basis for Transfer	The board or its designee must make transfer decisions on an individual basis and may not consider as a factor in arriving at any decision regarding assignments any matter relating to the national origin of the student or the student's ancestral language. <i>Education Code 25.032</i> [See FDAA]
Funding for Transfers	Upon the filing and certification of any transfer, the state per capita apportionment shall transfer with the student. For purposes of computing state allotments to districts eligible under the Foundation School Program, the student's attendance prior to the date of transfer shall be counted by the sending district and the student's attendance after transfer shall be counted by the receiving district. <i>Education Code 25.037</i>
Tuition	The district may charge a tuition fee to the extent that the district's actual expenditure per student in average daily attendance exceeds the sum of state available school fund apportionment benefits transferred to the district under Education Code 25.037. However, unless a tuition fee is prescribed and set out in a transfer agreement prior to its execution by the parties, no increase in tuition charge shall be made for the year of that transfer that exceeds the tuition charge, if any, of the preceding school year. <i>Education Code 25.038</i>
Tuition for Education Outside District	Home districts that do not offer each grade, kindergarten–grade 12, shall pay tuition to the district if they have a contract to educate students in grades not taught in the home district. If the home district has contracted for students to attend another district(s), it shall not be required to pay tuition to any district with which it has not contracted. A contract under this section may not be for a period exceeding five years.

The amount of tuition paid may not exceed the greater of:

1. The amount by which the district's actual expenditure per student in average daily attendance exceeds the sum the district receives from state aid sources, as provided by Education Code 25.037. However, the district may not charge more than the tuition charge for the preceding school year unless a tuition fee is set out in a transfer agreement; or
2. The calculated tuition limit specified by commissioner's rule.

Under the commissioner's rule, tuition charged to the home district for a transfer student in payment for that student's education may not exceed the district's calculated tuition limit. The calculated tuition limit applies only to tuition paid to the district for the education of a student at a grade level not offered in the home district.

The calculated tuition limit is the sum of the excess maintenance and operations (M&O) revenue per enrollee and the excess debt revenue per enrollee as calculated in accordance with 19 Administrative Code 61.1012(b).

Education Code 25.038, .039; 19 TAC 61.1012

Credits and
Records

Credits earned in local credit courses may be transferred at the enrolling district's discretion. Transfer students shall not be prohibited from attending school pending receipt of transcripts or academic records from the district the student previously attended. *19 TAC 74.26(a)(1)*

Nonpublic Schools

Records and transcripts of students from Texas nonpublic schools or from out of state or out of the country (including foreign exchange students) shall be evaluated, and students shall be placed promptly in appropriate classes. The district may use a wide variety of methods to verify the content of courses for which a transfer student has earned credit. *19 TAC 74.26(a)(2)*

Note: This local policy has been revised in accordance with the District's [innovation plan](#).¹

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, except as provided below.</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.</p> <p>In accordance with the District's innovation plan, the District is exempt from the state law requiring transfers to be for a one-year period. Therefore, violation of the terms of the agreement may result in revocation of the agreement during the school year or 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>

¹ Innovation Plan: <https://www.silsbeeisd.org/domain/1095>

An eligible student may attend a public school in the district in which the student resides or may use a public education grant to attend any other district chosen by the student's parent. *Education Code 29.201*

Eligible Students

A student is eligible to receive a public education grant or to attend another public school in the district in which the student resides if the student is assigned to attend a public school campus assigned an unacceptable rating that is made publicly available under Education Code 39.054 for:

1. The student achievement domain under Education Code 39.053(c)(1); and
2. The school progress domain under Education Code 39.053(c)(2). [See AIA]

After a student has used a public education grant to attend a school in a district other than the district in which the student resides:

1. The student does not become ineligible for the grant if the school on which the student's initial eligibility is based no longer meets the criteria described above; and
2. The student becomes ineligible for the grant if the student is assigned to attend a school that does not meet the criteria described above.

Education Code 29.201, .202

Funding

A district is entitled to a public education grant allotment for each eligible student using a public education grant.

A district is entitled to additional facilities assistance under Education Code 48.301 if the district agrees to:

1. Accept a number of students using public education grants that is at least one percent of the district's average daily attendance for the preceding school year; and
2. Provide services to each student until the student either voluntarily decides to attend a school in a different district or graduates from high school.

Average Daily Attendance

A student who uses a public education grant to attend a public school in a district other than the district in which the student resides is included in the average daily attendance of the district in which the student attends school.

Education Code 29.203(a)–(c)

INTERDISTRICT TRANSFERS
PUBLIC EDUCATION GRANTS

FDAA
(LEGAL)

Admission	A district chosen by a student's parent under Education Code 29.201 above is entitled to accept or reject the application for the student to attend school in that district, but may not use criteria that discriminate on the basis of the student's race, ethnicity, academic achievement, athletic abilities, language proficiency, sex, or socio-economic status.
Priorities	A district that has more acceptable applicants for attendance under public education grants than available positions must give priority to students at risk of dropping out of school, as defined by Education Code 29.081 [see EHBC] and must fill the available positions by lottery.
Exception	To achieve continuity in education, however, a district may give preference over at-risk students to: <ol style="list-style-type: none">1. Enrolled students; and2. Siblings or other children residing in the same household as enrolled students, for the convenience of parents, guardians, or custodians of those children.
Tuition	A district chosen by a student's parent under a public education grant may not charge the student tuition. <i>Education Code 29.203(d)–(e)</i>
Transportation	The district in which a student resides shall provide each student attending a school in another district under a public education grant transportation free of charge to and from the school the student would otherwise attend. <i>Education Code 29.203(f)</i>
Contract for Services	The board may contract for the provision of educational services to a student eligible to receive a public education grant. <i>Education Code 29.205</i>
Notice to Parent	Not later than February 1 of each year, a district shall notify the parent of each student in the district assigned to attend a campus described by Education Code 29.202 above that the student is eligible for a public education grant. The notice must contain a clear, concise explanation of the public education grant program and of the manner in which the parent may obtain further information about the program. <i>Education Code 29.204(b)</i>