

Intra-District Student Transfer Request
School Year 2024-2025
Texarkana Independent School District

Students new to TISD must complete the reverse side.

Student's Name _____

Student's TISD ID # _____ Student's Date of Birth _____

Resident Attendance Zone _____

Current Campus Attended _____ Grade 2024-2025 _____

REQUEST TRANSFER TO:

First Choice _____

Second Choice _____

**REASON FOR TRANSFER
REQUEST (required)**

Sibling/s Already Attending _____

Parent(s)/Guardian(s) Name _____

Address _____

Phone Number (s) Home _____ Cell _____

Work _____

Parent/Guardian Signature _____

Campus Assignment Priority & Conditions of Transfers

1. Students who attended the school during the prior school year and reapplied for transfer by the designated deadline. (If necessary, tenure or length of time at the school will be considered.)
2. Sibling(s) of a current student enrolled at the requested campus.
3. Student whose parent is a current full time employee of TISD.
4. Students enrolling within their attendance zone.
5. Date and time transfer requests were received by TISD Administration Office.
6. Application and acceptance to the Martha & Josh Morriss Mathematics and Engineering Elementary School will be governed by regulation in place for that school.
7. If a child has special program needs, the campus ARD or SIT Committee will review transfer request and availability of services.
8. TISD does not provide transportation for intra-district transfer students.

Approved for transfer to _____

Disapproved / Reason _____

Please return transfer request form to the TISD Welcome Center at:
2208 Kennedy Lane, Texarkana, Texas 75503.

Texarkana Independent School District
Student Transfer - Additional Information Form
To be completed for new students applying for transfer into TISD
2024 - 2025

Student's Name _____

TISD Campus Requested _____
(1st Choice) (2nd Choice)

Please circle the appropriate response.

Yes No Is English spoken in your home most of the time?
If no, what language is spoken? _____

Yes No Have you ever suspected that your child might have a learning disability?

Yes No If yes, has your child ever been referred for a comprehensive assessment?
If yes, please give referral date and who did the evaluation.
Date _____ Evaluator _____

Please identify the educational services your child may need.

Yes No Modifications in the regular classroom

Yes No Gifted & talented instruction

Yes No Special education instruction

Yes No Dyslexia services

Yes No Related services: (please circle) Occupational therapy, physical therapy, speech therapy,
psychological therapy, adaptive phys. educ., assistive technology or specialized equipmt.

Yes No Has this student been retained? If yes, list grade level(s) _____

Yes No Has this student ever been suspended, expelled and/or attended an alternative education
program for disciplinary reasons?
If yes, explain _____

Yes No Has this student ever been cited for failure to attend school or truancy?

TISD does not accept transfers into the District Alternative Education Program.

Parent Signature _____ Date _____

Out of State Residents Please Note: District policy states that out-of-state transfer students must pay tuition unless the student qualifies for one of the exemptions listed below. Tuition for the 2024-25 school year is \$6,160.00.

- Exemptions from tuition:**
- 1. The student's parent or legal guardian is currently a full-time employee of TISD.**
 - 2. One biological parent lives in Bowie or Cass County in Texas.**
 - 3. The student's parent or legal guardian currently owns a business or property in TISD and pays school property taxes to the District. School district taxes (verified by current tax statement) will be deducted from tuition owed.**

Please return this form along with a completed and signed Application for Transfer form to the TISD Welcome Center at 2208 Kennedy Lane, Texarkana, TX 75503.



Texarkana Independent School District

Guidelines for Intra-district Transfer Requests

2024-2025

TISD transfer policy requires that students apply for a transfer every year. An Intradistrict Transfer Request form is available to request a transfer. **Please return the form, online, in person or by mail, to the TISD Welcome Center at 2208 Kennedy Lane, Texarkana, TX 75503.**

Important Dates

Transfer applications for 2024-2025 will be accepted beginning April 1, 2024. To retain priority placement status, students enrolled in 2023-2024 must reapply for transfer by April 30, 2024.

The deadline for intradistrict transfer requests from enrolled students is September 20th. After September 20th, intradistrict transfers will only be granted under extenuating circumstances as approved by the Superintendent or designee.

All transfer students are subject to campus reassignment for the first two weeks of school if class sizes exceed allowable limits.

Campus Assignment Policy

Campus Assignments to a school outside of the student's attendance zone will be granted on the following basis in order of priority:

1. Students who attended the school during the prior school year and reapplied for transfer by the designated deadline. (If necessary, tenure or length of time at the school will be considered.
2. Sibling(s) of a current student enrolled at the requested campus.
3. Student whose parent is a current full time employee of TISD.
4. Students enrolling within their attendance zone.
5. Date and time transfer requests were received by TISD Welcome Center.
6. Application and acceptance to the Martha & Josh Morriss Mathematics and Engineering Elementary School will be governed by regulation in place for that school.

The Superintendent may designate specific campuses or grade levels that will be closed to new transfer applications due to projected space availability.

Students must maintain good attendance, behavior, and work habits to be eligible for transfer each year.

Transportation Policy

TISD does not provide transportation for intradistrict transfer students.

Students Requiring Special Needs or Additional Programs

If a child has special program needs, the campus ARD or SIT Committee will review transfer requests and availability of services. A change in programs/services needed during the school year will require the transfer to be reevaluated to determine the availability of the needed programs/services.

Additional Information

Please contact Rosalind Mayfield at 903-794-8473 (ext. 1030) or Hailey Bird at 903-794-8473 (ext. 1037) if you have any additional questions.