



STUDENT TRANSFER FORM
Hitchcock ISD
7801 Neville Ave., Bldg. B, Hitchcock, TX 77563

Transfer School Year 2024-2025

Student Information:				
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Legal Last Name	First Name	Middle Name	Birthdate	Gender
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School Transfer Information				
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District Student Resides in: _____

District Attended Prior Year: _____

Campus Assigned in HISD: _____ Grade Level*: _____

*Please put their most recently completed grade level in this space.

Parent / Guardian Information				
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Last Name	First Name	Email		
Street Address	Apt#	City	State	Zip
Home Phone #	Business #	Cell #		

- I affirm I am not requesting this transfer for athletic purposes or for participation in a UIL academic contest.
- Parent Employed by Hitchcock ISD: _____

Campus
Position

AFTER READING RULES AND THIS STATEMENT, SIGN BELOW: I have read carefully, considered, and agree to ALL of the conditions as stated on the reverse side of this form. I attest in the preceding year the student has not engaged in conduct or misbehavior resulting in removal to an alternative education program or expulsion, the student has not engaged in delinquent conduct or conduct in need of supervision nor is on probation or other conditional release for that conduct, nor has the student been convicted of a criminal offense or is on other conditional release for an offense. I have been informed and understand it is a criminal offense to present false information to enroll a student in public school. Falsifying, altering, or tampering with government documents are offenses subject to prosecution as a misdemeanor or felony under perjury law and Penal Code 37.10. A person who presents false enrollment documents is also subject to liability for tuition costs. Presentation of false information or neglecting to notify the school district of a change in residency status that results in lack of proof of residency in Hitchcock ISD will cause immediate withdrawal from school. I attest that all representations I have made in this document are true and correct.

Signature of Parent/Legal Guardian _____
Date

FOR OFFICE USE ONLY	
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Principal Transfer Status: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Superintendent Transfer Status: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Varsity Athletic Participation: <input type="checkbox"/> Eligible <input type="checkbox"/> Not Eligible	
Copies Attached: <input type="checkbox"/> Report Card <input type="checkbox"/> Discipline Report <input type="checkbox"/> Attendance Report <input type="checkbox"/> Test Scores	

Principal Signature	Date
Superintendent Signature	Date



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Student Transfer Criteria

Students must maintain the following once approved:

- | | |
|----------------|--|
| Behavior | No DAEP Assignments for Grades 6-12
Substantial or continued disruptions will be reviewed by the Principal and Superintendent for Grades PK-12. |
| Attendance: | 96% attendance (no more than 7 unexcused absences)
No more than 5 tardies |
| Grades: | Cumulative average of 80 for all classes
No failing grade as a final grade in any class |
| Participation: | Involvement in some extracurricular activity (if available)
(UIL Academics, FFA, Band, Athletics, One Act Play) |

Criteria will be applied to all transfer students for determining transfer application approval for the 2024-2025 school year and thereafter. Extenuating circumstances may be considered.



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The applicant must seriously consider the effects of transferring from one District to another. Emotional issues, academic transition, transportation, effects on eligibility to participate in varsity athletics, and future transition issues must be considered. The applicant must fully understand that University Interscholastic League (UIL) rules affect participation.

1. Transfer requests originate at the campus registrar's office.
2. Each transfer is evaluated considering student's attendance, behavior, grades, and participation in extracurricular activities. Other factors include building capacity, current enrollment, growth projections, teacher assignments (allocation or removal), and class sizes.
3. Once approved, a transfer is effective for 1 year unless the Superintendent revokes the transfer. An approval of one student transfer does not guarantee the approval of all student transfers within one family. All criteria will be re-evaluated annually.
4. The parent and student agree to abide by the school's standards for academic progress, attendance, discipline, and parental cooperation. To be considered for approval a student must currently hold a good attendance, disciplinary, and academic record. School bus transportation is NOT provided to transfer students. Transfer students must be delivered and picked up on time. The Superintendent may revoke a student transfer and return the student to the home District if there are excessive absences, tardies, if the student violates disciplinary or attendance rules, if the student does not maintain a passing academic record, or if there is a lack of parental cooperation.
5. A student who participates in extracurricular activities must clearly indicate the intent to participate and the history of schools attended to assist in the determination of eligibility. For eligibility purposes, a student may not transfer for athletic purposes or for participation in a University Interscholastic League (UIL) academic or music contest. Transfer students are subject to all UIL rules. UIL rules may be accessed at this website:
<http://www.uiltxas.org/policy>. Transfer students in grades 6-8 may participate in all activities. **ATHLETICS:** In most cases, students transferring to a school in another senior high school feeder system in grade 9 are ineligible to participate in varsity athletic activities unless the student attended a middle school in the same feeder system the previous full year. Students transferring in grades 10-12 are ineligible for participation in varsity athletic activities for one year unless the student attended the previous full year in the same senior high feeder system. All students must meet the UIL requirements regarding participation in **MUSIC AND ACADEMIC PROGRAMS:** Transfer students who meet the UIL requirements regarding participation remain eligible for participation in all music and academic competitive activities **CHEERLEADING, DRILL TEAM:** Transfer students must meet existing guidelines for each program.
6. Transfer applications will be approved or denied by the Superintendent. Parents will be notified of the approval or denial of the transfer request by the campus Principal.
7. Student transfer status may/will be revoked, requiring students to return to their home district if any and/or all criteria fall below acceptable performance in accordance with Hitchcock ISD's District of Innovation Plan.