

# SECONDARY STUDENTS GENERAL TRANSFER AND SCHOOLS OF CHOICE

## Frequently Asked Questions 2025 – 2026 School Year

### Part I: Secondary Transfer Application

#### 1. Who is eligible for a Transfer?

- a. **In-District Student** - A current HEB ISD student requesting to move from one HEB ISD school to another HEB ISD school.
- b. **Full-Time HEB ISD Employee's Student** - A full-time district employee's student who lives outside HEB ISD boundaries and is requesting that their student attend an HEB ISD school.
- c. **Non-resident Full-time City Employee of Hurst, Euless, or Bedford**- A full-time City employee's student who lives outside HEB ISD boundaries and is requesting that their student attend an HEB ISD school.
- d. **Non-resident Student Planning to Move into the District in the Near Future** - A student of a family moving into the District in the near future and is requesting that their student attend an HEB ISD school.
- e. **Out-of-District Returning Schools of Choice Participant** - A student who lives outside of the HEB ISD must reapply each year.
- f. **Qualifying Senior (12th grade only)** - A student who has completed the 10th and 11th grades in HEB ISD and has moved out of the district boundaries, but wishes to complete their senior year in HEB ISD.

#### 2. How do I apply for a transfer for my Junior or High School student?

Complete the online 2025 - 2026 [Transfer Application or School of Choice Application](#).

#### 3. When can I apply for a transfer?

The 2025 - 2026 Transfer Window is open from January 13, 2025 - March 14, 2025. After the window has closed, the principal and/or Central Office Review Committee will consider transfers only for those deemed extreme conditions/hardships.

#### 4. What if my student has an IEP and receives special education services?

Students with IEPs must follow the general education process. If a student's IEP is implemented in a specific special education program, the student may only be able to transfer to a school where the IEP can be implemented. If a student with an IEP is approved for an in-district transfer, special education transportation will not be provided.

**5. What is the District process used to determine the result of my request for a transfer?**

The accepting principal shall review each application and may consult with the principal of the student's attendance zone campus prior to finalizing their decision.

Transfer review will occur in April and notification will be completed by April 30, 2025

**6. How will I know the result of my transfer application?**

For transfer applications received during the transfer window, the campus will notify the parent/guardian via email regarding approval or denial by April 30, 2025.

A denied transfer or loss of eligibility may be appealed to the office of the Assistant Superintendent of Secondary Administration. This appeal **must be submitted in writing within 10 days** of receipt of the denied transfer and will be reviewed by the Central Administration Review Committee.

**7. Is bus transportation provided for my approved transfer?**

**No.**

The District does not provide transportation for a student attending a school outside his or her attendance zone.

**8. Can a student transfer be revoked for attendance, poor grades and or discipline problems?**

**Yes.**

Student transfers may be revoked if the student fails to maintain good attendance, passing grades, or fails to comply with the communicated district or campus disciplinary policies, rules, regulations, or directives.

**9. What happens to my transfer if I move from inside to outside of HEB ISD district boundaries?**

A resident student who moves out of the District during the school year may be permitted to continue enrollment **for the remainder of the six-week grading period**, provided the student does not have any documented discipline or attendance problems. (District Policy FDA Local)

**10. Do students have to apply for a transfer every year?**

- a. An approved In-District transfer remains valid through the highest grade level offered at the selected campus, provided the student meets the required standards for grades, behavior, and attendance. A student moving to a new campus (7th,10th) will need to apply for the new campus. Once approved, the transfer shall continue to be valid in that school as long as the parents and student reside within the District.

- b. An approved Out-of-District transfer is valid for one year. A non-resident student must file a transfer application each year.

Please see below for UIL and VPA Regulations:

### **Junior High Schools:**

A parent/guardian of an incoming 7th-grade student wishing to transfer to a junior high outside his/her feeder pattern must go through the approval process.

Once a student attends a junior high and has established UIL eligibility, a subsequent transfer to another junior high will result in the student being ineligible for UIL activities for one calendar year (365 days) from date of enrollment in the new school. An ineligible student may participate in practices and/or rehearsals before, during, after school.

A transfer student involved in a UIL program will be reviewed for approval by the Director of Athletics and/or the Director of Performing and Visual Arts. *Families are encouraged to thoroughly investigate the potential impact a transfer may have on his/her child's eligibility.*

### **High Schools:**

Once a student attends a high school and has established UIL eligibility, a subsequent transfer to the other high school will result in the student being ineligible for UIL activities for one calendar year (365 days) from date of enrollment in the new school. An ineligible student may participate in practices and/or rehearsals before, during, or after school.

A transfer student involved in a UIL program will be reviewed for approval by the Director of Athletics and/or the Director of Performing and Visual Arts. *Families are encouraged to thoroughly investigate the potential impact a transfer may have on his/her child's eligibility.*

## **Central Junior High School Only**

### **11. What are the requirements and eligibility guidelines for students who attend Central Junior High, which feeds into both high school campuses?**

- a. A student attending Central Junior High on an **Out-of-District** transfer must declare his/her intention to attend either LD Bell High School or Trinity High School on the transfer application **at first opportunity and cannot be changed**. Provided all UIL eligibility requirements are met, including continuous enrollment at Central Junior High for at least one calendar year, the student is eligible to participate in UIL-sanctioned varsity contests at the declared high school during their 9th-grade year. If the student has not been continuously enrolled at Central Junior High for at least one calendar year (365 days), the student may only participate at the sub-varsity level. The student remains eligible for all UIL Visual and Performing Arts activities on their junior high campus.

- b. A student whose attendance zone is Central Junior High who has established UIL eligibility through continuous enrollment for one calendar year (365 days), but wishes to transfer to another high school for which they are not zoned, will be ineligible for UIL contests for one calendar year (365 days) from date of enrollment at the new high school.

**12. If a student requests to attend a high school outside his/her residency attendance zone but has attended 9th grade in a junior high school that “feeds” the requested high school for at least one calendar year, is he/she eligible to participate in extracurricular activities on the first day of his/her tenth (10<sup>th</sup>) grade year?**

**Yes.**

This applies to all junior high campuses except Central Junior High. According to local policy, as long as all UIL eligibility requirements are met, the student would be eligible to participate on the first day of his/her 10th-grade year.

**13. If a student requests to attend a high school outside his/her residency attendance zone but has not attended a junior high which feeds the requested high school, is he/she eligible to participate in extracurricular activities on the first day of his/her 10th-grade year?**

**No.**

According to local policy students who request an In-District high school transfer any time during the 9th grade or thereafter may not participate in extracurricular activities for one year (365 calendar days) from the date of enrollment in high school.

Students enrolled in the Visual and Performing Arts programs may participate in performances on campus as specified by the Texas Essential Knowledge & Skills. However, Visual and Performing Arts students shall not participate in UIL contests.

Students enrolled in athletic programs shall not participate in UIL-sanctioned contests at any level during their year of ineligibility but may participate in practices before, during, and after school.

**14. If a student is attending a junior high or high school and moves out of that attendance zone to another junior high or high school zone, can he/she request a transfer to stay at the campus he/she had been attending?**

**Yes.**

Since UIL eligibility has been met at that campus, the student would *not* be required to sit out for one calendar year (365 days). Approval of the transfer request would be contingent upon space availability at the campus, the student's grades, attendance and discipline records.

**15. If a student is attending a junior high or high school on an In-District transfer and elects to return to the junior high or high school in his/her residency attendance zone will he/she be eligible to participate in UIL and extracurricular activities?**

**No.**

If a student attends a junior high or high school and establishes UIL eligibility (by sitting out 365 days and then participating in UIL/extracurricular activities) a subsequent transfer to return to the junior high or high school in his/her residency attendance zone will result in the student being ineligible for UIL-sanctioned contests at any level for 365 days, but may participate in practices before, during and after school.

**Exception:** If the student did **not** establish UIL eligibility (by sitting out 365 calendar days and then participating in UIL/extracurricular activity), and elects to return to the junior high or high school in his/her residency attendance zone, the student would then have to sit out 15 days before participating in UIL/extracurricular activities.

**16. If a student transfers to a School of Choice outside his/her attendance zone is the student eligible to participate in UIL and extracurricular activities?**

If a student transfers to a junior high outside of his or her attendance zone to participate in a Schools of Choice program at the **first opportunity** he/she has the opportunity to do so, he/she will be immediately eligible so long as all requirements of UIL are met. If the student leaves the Schools of Choice program and returns to the school of the parents' attendance zone, the student is not eligible to participate in UIL-sanctioned contests at any level for 365 calendar days but may participate in practices before, during and after school.

## **PART II – SCHOOLS OF CHOICE APPLICATION**

### **1. Who is eligible to apply for a Schools of Choice program?**

Any students may apply to the following designated Schools of Choice programs (in or out of district):

#### **Secondary Schools of Choice:**

Advanced Spanish

International Baccalaureate and Pre-IB

IBI World Language - Arabic

IBI World Language – Mandarin Chinese

STEM – Engineering & Robotics

STEM –Cyber Security/Networking & Computer Science

Visual & Performing Arts – Orchestra

Visual & Performing Arts – Theater

**Note:** Students who transfer into the district for Pre-IB or International Baccalaureate (IB) must maintain state-mandated attendance and passing grades as well as remain in all advanced classes. Transfers must be accepted into the IB program during the sophomore year and students must remain in the program until graduation. A student who fails to abide by these policies will have his/her transfer rescinded and must leave the district at the end of the school year.

UIL Eligibility:

Students who transfer to participate in a Secondary Schools of Choice Program would be immediately eligible to participate in junior varsity athletics, but ineligible to participate in varsity athletics. Students could petition the UIL for a Residency Waiver, and if granted, student could participate immediately.

(Parents/guardians are responsible for completing the Residency Waiver).

An Out-of-District transfer student who transfers to HEB ISD to participate in a Secondary Schools of Choice Program would be immediately eligible to participate in all Visual and Performing Arts activities.

## **2. How do I apply to a Schools of Choice program for my student?**

You may complete the online Schools of Choice Application.

## **3. When can I apply for a Schools of Choice Program?**

The transfer window is open from January 13, 2025 - March 14, 2025

## **4. What happens to my Schools of Choice transfer if I move from inside to outside of HEB ISD district boundaries?**

A resident student actively enrolled in a Schools of Choice program, who moves out of the District during the school year may be permitted to continue enrollment **for the remainder of the year**, provided the student does not have any disciplinary or attendance problems.

An Online Transfer Application must be completed and approved by the Secondary Administration Office.

Students who live OUT-OF-DISTRICT must apply for their transfer annually during the transfer window.

## **5. Is bus transportation provided?**

**No.**

The District does not provide transportation for a student attending a school outside his or her attendance zone.

Note: \*\* Students must satisfy all University Scholastic League Rules and Regulations to be eligible to participate in any and all UIL related activities.

\*\* Because UIL does not honor a Power of Attorney assignment, students living in the district with a temporary guardian are not eligible for varsity contests for 365 days from date of enrollment.

\*\* If a transfer student violates the district's rules and regulations, found in the **Student Code of Conduct and the Campus Handbook**, the district may take that conduct into account in approving a transfer for the following school year.

**Contact the Secondary Administration office for additional information:**

**Hurst-Euless-Bedford ISD  
1849 Central Drive  
Bedford, TX 76022  
Phone: 817.283.4491**