Willis Independent School District
Student Services Department
612 N. Campbell Street
Willis, TX 77378
Phone 936-890-2062

Before filling out the Student Transfer Application, please obtain the following documents and ***submit them with the application.***

☐ Most current transcript or most current report card

☐ Most current attendance report

☐ Behavior Record

☐ Most current STARR results (if applicable)

☐ If you are building a home in the Willis ISD School Zone, please provide the page of your Executed Contract that contains signatures of the purchasers, the tentative move in date and address of the new build.

WILLIS INDEPENDENT SCHOOL DISTRICT

STUDENT TRANSFER APPLICATION 2025-2026

STUDENT INFORMATION **(Please PRINT clearly)** *** PLEASE COMPLETE AN APPLICATION FOR EACH TRANSFER STUDENT**

Student Last Name_____**Student First Name**_____ **Middle Name**_____

Student ID _____ **Male or Female**

Date of Birth_____ **Age of Student**_____ **Grade Level of Student for 25/26 SY** _____

Is student enrolled in Special Programs: **Check all that apply** (for program capacity only)

	Gifted and Talented	☐	Bilingual - ESL	☐	Special Education
	504 Program	☐	Dyslexia Program	☐	Counseling

Other: (Please List)

School district in which student resides? _____ What School would student attend in that district? _____
(Please use school name) (Please use school name)

Did student attend a WISD school last year? YES or NO If so, what school? _____

Requested Campus in Willis ISD_____

PARENT/GUARDIAN IS RESPONSIBLE FOR STUDENT TRANSPORTATION

(WILLIS ISD DOES NOT PROVIDE TRANSPORTATION FOR TRANSFER STUDENTS)

LIST ALL STUDENTS RESIDING AT THE ADDRESS LISTED ON THE LAST PAGE OF THIS FOR - (WE MUST HAVE AN APPLICATION FOR EACH TRANSFER STUDENT)

Student Name_____ **School and Grade Level for 25/26 SY**_____

Student Name_____ **School and Grade Level for 25/26 SY**_____

PARENT/GUARDIAN INFORMATION **(Please PRINT clearly)**

Student lives with:	☐	Mother	☐	Father	☐	Both	☐ Other

Parent/guardian Name (print)_____ **WISD Employee? Y/N** **If yes list location** _____

Active military servicemember or peace officer? Y/N (Please attach appropriate documentation. i.e. copy of badge).

_____ _____ _____
Address City Zip Code **Phone number** **Email address**

Parent/guardian Name (print)_____ **WISD Employee? Y/N** **If yes list location** _____

_____ _____ _____
Address City Zip Code **Phone number** **Email address**

Active military servicemember or peace officer? Y/N (Please attach appropriate documentation. i.e. copy of badge).

Are you building a new home in WISD School Zone? YES or NO	**If so, when is your tentative move in date?**

Reason for requesting transfer: **Please add sheets if needed.**	**Please Print Clearly.**

CHECK APPROPRIATE BOX	YES	NO
Did student pass all core subjects classes with a final grade of at least 80?	☐	☐
Did student maintain attendance rate of at least 90% for all classes?	☐	☐
Did student take and pass, at the "Met Standard" level or above, all sections of the most recent administration of any state-mandated assessments on the first administration? (A student from a home school, private school, or other non accredited school setting must demonstrate achievement at the 80% level on the District-delivered academic screening assessment).	☐	☐
Has student been assigned to DAEP or expelled during the prior calendar year?	☐	☐
Has the student been convicted of a crime? If so, is the student currently on probation for a Criminal Offense?	☐	☐

NOTE: Parents must provide the most current transcript or report card, attendance, and behavior records and the latest state assessment (STAAR) results to be processed.

This request is made with the full understanding of and agreement to the following conditions:

1. This agreement is for one school year only. A new application must be completed each school year. Willis ISD will determine whether space is available in the area of the transfer request.
2. The transfer is granted conditionally on student grades, behavior and attendance. The student and their parent/guardian must follow all rules and regulations in the agreement and of the District, including those for student conduct and attendance/truancy. Violation of the rules and regulations of the District may result in revocation of the transfer agreement.
3. Students would not be eligible for varsity U.I.L. athletic events on the receiving campus for one calendar year (high school student only). 4. Parent/Guardian is responsible for transportation of transfer students. WISD will not provide bus service to transfer students, including for special needs students.
5. Parent/Guardian must notify the campus of any address changes.
6. Parents must provide the most current transcript or grades, attendance, and behavior records and the latest state assessment (STAAR) results to be processed.

I hereby certify that all requested information has been furnished to Willis ISD and that it is true, correct and complete. I understand that my transfer request will be rejected if I submit misleading, incomplete, or false information. If my child is accepted and the District discovers the information is misleading, or false, the transfer may be revoked.

Please Print Clearly

Physical Address_____ City_____ Zip Code_____

Mailing Address_____ City_____ Zip Code_____

Parent/Guardian Name (PRINT)_____ Parent/Guardian Signature_____ Date_____

For Office Use Only

Deficiencies:	**☐ In District**	**☐ Out of District**
All grades were not at least 80		Did not pass all STAAR Tests
Did not have at least 90% attendance for all classes		Had discipline issue(s)
Space not available at requested school		Other:

APPROVED	**APPROVED w/ Deficiencies**	**DENIED**
Campus_____	_____ Signature	_____ Date