**ROPES INDEPENDENT SCHOOL DISTRICT TRANSFER PROCESS**

**Limited Open Enrollment Program for non-resident students who desire to attend class in Ropes ISD**

**Be sure to include all supporting documents with your application**. All student transfers will be considered after the completion of each school year. If all criteria below are met, principals will contact new applicants to schedule a visit/interview. This is a tuition-required program; $600.00 per student, not to exceed $1,200.00 per family. Transfer fees are non-refundable and full tuition is due regardless of enrollment date. Please note, per State Law, Kindergarten - 12th grade students of peace officers may transfer with no tuition fee. Per local policy, students of RISD employees may transfer with no tuition fee.

Considerations for secondary transfers are based on capacity in the following:

1. Building capacity
2. The current enrollment at the particular grade level
3. Capacity in any special programs the student seeking admission

Consideration shall include the effect of additional students in that grade or program, facilities, staffing needs, and the educational opportunities of resident students.
In addition to the above, approval of Limited Open Enrollment will be based on the following:

1. The disciplinary record of the student seeking admission.
2. The attendance record of the student seeking admission.
3. The academic record of the student seeking admission, including the student's performance or applicable state-mandated assessments, the student's record of promotion to the next grade level, and the student's extracurricular record.
4. The parent's compliance with District and Campus policies and regulations.

**TO APPLY FOR ENROLLMENT:**

1. Review the transfer policy FDA (LOCAL)

2. Complete the following documents and return to Ropes ISD.

The application packet will be accepted only with the following documents:

- Completed Transfer Application/Agreement Form **2025-2026**
- Latest Report card
- State-required test scores for the previous school year. Any other standardized test results (if applicable)
- Attendance history
- Discipline records for the previous school year's grading period

**Please submit by mail to or in person to:**
Ropes Independent School District
Attention: Tim Carter, High School Principal
304 Ranch Road
Ropesville, Texas 79358

3. Completed applications will then be forwarded to the applicable campus. The campus principal will schedule an interview with the student and parents.

4. The campus will submit a recommendation to either deny or approve the request based on the established criteria.

5. All decisions will be made final by the Superintendent.

6. A letter will be sent to you regarding the status of the application.

If you have any questions regarding the Limited Open Enrollment process, please contact RISD Superintendent's office.

## Transfer Application for Non-Resident Students

**The completion of this application is a request for transfer only. Ropes ISD will determine whether the transfer request is granted; the request is not granted until the Superintendent's signature appears on the Non-Resident Student Transfer Agreement.**

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.

| **Date:** | |
|---|---|
| **Student's Name:** | **Date of Birth:** |

### Applying For:

| **School Year"** | **Grade:** |
|---|---|

**Is the student a child of a military or law enforcement family?** ___**YES** ___**NO**
**Is the student a child of a RISD employee?** ___**YES** ___**NO**

Parent/Guardian (Father) _____ (Mother) _____

Address where Father resides: _____
Street City State Zip

Address where Mother resides: _____
Street City State Zip

Address where Student resides: _____
Street City State Zip

Mailing Address (If Different): _____
Street City State Zip

Father's Home Phone Number _____ Cell _____

Father's E-Mail Address _____

Mother's Home Phone Number _____ Cell _____



Issue Date: _____ Return to District By: ___/___/ 2025
1/2025

Mother's E-Mail Address _____

**If you request transfers for multiple children, please list their names and grades below. You must also complete a separate form for each student.**

| Name: | Grade: |
|---|---|
| | |
| | |
| | |
| | |

Printed Name _____ Signature _____

Date _____

**PRIOR SCHOOL DISTRICT INFORMATION:** Enter the county-district number and campus name where the student currently resides and ***should*** attend.

| Current School District Where the Student Resides (school student should attend) | | | School District Student Most Recently Attended | | |
|---|---|---|---|---|---|
| County-District Number | Campus Name | Last Grade Attended | County-District Number | Campus Name | Last Grade Attended |
| | | | | | |



Issue Date: _____ Return to District By: ___/___/ 2025

1/2025

## Transfer Application Parent Questionnaire

**GENERAL INFORMATION:** Please mark the appropriate response on each item below.

Was Student enrolled in RISD in the preceding year as a transfer student? ___**YES** ___**NO**

Is Student a sibling of a previously approved transfer student? ___**YES** ___**NO**

If yes, what is the sibling(s) name:

Name _____ Campus_____

Name _____ Campus_____

Name _____ Campus_____

**DISCIPLINE INFORMATION:**

Has the student ever been suspended out of school, placed in DAEP, expelled, or placed in JJAEP? ___**YES** ___**NO**

If yes, explain:

_____

_____

_____

Is the student currently on probation or other conditional release for a conviction of a criminal offense? If yes, explain: ___**YES** ___**NO**

If yes, explain:

_____

_____

_____

Is the student on probation or other conditional release for delinquent conduct? ___**YES** ___**NO**

Has the student ever been assigned to In-School Suspension or suspended from campus? If yes, please explain ___**YES** ___**NO**

If yes, explain:

_____

_____

_____

**ACADEMIC RECORD:**

| | |
|---|---|
| Did the student pass all courses and get promoted to the next grade level? | ___**YES** ___**NO** |
| Is the student on the A or A/B Honor Roll? | ___**YES** ___**NO** |
| Meets or Masters on any portions of the State Assessment? | ___**YES** ___**NO** |
| Enrolled in Honors, Pre-AP, AP, or Dual Credit Courses? | ___**YES** ___**NO** |
| For scheduling purposes, does your student participate in any extracurricular activities? (ex. Band, Choir, Art, FFA, FCCLA, UIL Academics, Athletics, etc.) | ___**YES** ___**NO** |

If yes, please list:

_____

_____

_____

☐ I affirm I am not requesting this transfer for athletic purposes or participation in UIL Academic or Music Contests.

This Transfer Agreement establishes the terms and conditions for _____(student) to attend Ropes ISD as a transfer student for the **2025-2026** school year. The student is currently a resident of the _____Independent School District.

Student's parent or guardian, _____ (parent), requests that the student be permitted to attend District schools in the **2025-2026** school year and agrees to the following terms and conditions for that transfer:

1. This transfer is effective for the **current school year only**. District approval of this transfer creates no right or expectation that the student will be admitted as a transfer for any subsequent school year.

2. This transfer is approved for the named student only. District approval of this transfer creates no right or expectation that another student from the same family will be admitted as a transfer.

3. Student must maintain acceptable levels of attendance, academic achievement, and compliance with the Student Code of Conduct throughout the entire school year. Acceptable levels are defined as:

    a. Attendance that does not place the student at risk of losing credit under Education Code 25.092 or requires the District to warn the parent or the student of truancy proceedings under Education Code 25.095.

    b. Academic achievement that results in a passing grade in all courses by the end of the semester. The student shall pass all courses at the end of each grading period.

    c. Compliance with the Student Code of Conduct that results in no offenses requiring removal to an Alternative Education Program or expulsion, ISS, and no referrals for other Student Code of Conduct infractions.

**Choose one of the following - See RISD Board Policy FNF (LEGAL)(LOCAL) Grades 7-12 only**

The District has a random drug-testing program for students in grades 7-12 who choose to participate in school-sponsored extracurricular activities, request a permit to park a vehicle on school property, or request a permit for off-campus lunch privileges.

Test results will be used only to determine eligibility for participation in covered activities. Positive test results will not be used to impose disciplinary sanctions or academic penalties.

☐ **I agree to enter my child into the Ropes ISD random drug screening program as guided by RISD Policy FNF (LEGAL) FNF (LOCAL)**

☐ **I disagree with entering my child into the Ropes ISD random drug screening policy.**

4. Parent(s) must comply with and observe all District policies and procedures and campus procedures and requirements.

5. The superintendent may revoke the transfer of a student who fails to maintain an acceptable level of attendance, academic achievement, or compliance with the Student Code of Conduct during a semester.

6. The superintendent may revoke the transfer of a student who fails to pay tuition on time.

7. The superintendent may revoke the transfer of a student whose parent(s) do not comply with and observe all District policies and District and campus procedures and requirements.

8. This agreement may be revoked at any time during the current school year. If this agreement is revoked for nonpayment of tuition, revocation will be effective immediately. Policy FDA (LOCAL)

9. The parent or the student will be responsible for transportation to and from the District school to which the student is assigned.

10. Except as modified by this Transfer Agreement, the student will be subject to all policies, regulations, rights, privileges, and responsibilities of enrollment in the District as if he or she resided in the District.

11. In compliance with UIL requirements, students residing with parents outside of District boundaries will not be eligible for varsity athletic competition for 1 year from the date the student first enrolled in RISD.

Transfer students are subject to the University Interscholastic League (UIL) rules and local District guidelines. Detailed UIL eligibility guidelines are available online and should be investigated fully. Any student who participates in extracurricular activities must clearly indicate this intent to participate to assist in the determination of eligibility.

**The District and the parent agree that this Transfer Agreement is the entire agreement controlling the admission and enrollment of the student in the District for the 2025-2026 school year.**

| **To be completed by Parent/Guardian** | **To be completed by District Administration** |
|---|---|
| _____ | _____ |
| Parent/Guardian Signature | Superintendent Signature |
| _____ | _____ |
| Date | Date |

| **Cover Sheet:**<br>**For District Office Use Only** | |
|---|---|
| Received: | ☐ Contacted applicant: acknowledged receipt of application |
| Student Name: | |
| Grade: | |
| Student is dependent of | ☐ Peace Officer<br>☐ Employee<br>☐ N/A |
| Previous School District and Campus: | |
| Documents Submitted: | ☐ Completed Transfer Application/Agreement Form **2025-2026**<br>☐ Latest Report Card<br>☐ State-required test scores for the previous school year<br>☐ Any other standardized test results (if applicable)<br>☐ Attendance History<br>☐ Discipline Records<br>☐ SENTINAL Review |
| Campus Principal | ☐ Approve Transfer Request<br>☐ Deny Transfer Request<br><br>Notes:<br><br>Signature: Date: |
| Superintendent: | ☐ Approve Transfer Request<br>☐ Deny Transfer Request<br><br>Notes:<br><br>Signature: Date: |



Issue Date: _____ Return to District By: ___/___/ 2025
1/2025