

Kerrville Independent School District Application for Inter-District Student Transfer

SECTION I – STUDENT APPLICATION

Reason for Requesting Transfer:{Please circle as applicable}

1. Student taking academic courses not offered in the school of residence.
2. Student's parent is employed by the district and contributes to TRS
3. Other Reason: _____

Student's name _____ Date of Birth: _____ Grade: _____

Current Address:

Physical Address, City, State, Zip Code _____

Mailing Address, City, State, Zip Code _____

School District Where Student Resides: _____

Name of Campus Student Would be Attending: _____

List Sibling Name(s) & KISD campus attending: _____

Parent/Guardian(s) Name: _____

Home/Cell phone number: _____ Work phone number: _____

Student Academic Record:

Please provide the following information:

1. Attendance Records from the previous years;
2. Copy of Report Card/Transcript including student's state standardized test (STAAR/EOC) results
3. Copy on student's state and/or national progress or norm test results (PSAT, SAT/ACT, ITBS, TSI, etc)
4. Copy of Discipline Record from Previous District
5. Check special program(s) which currently apply to student

____ G/T ____ Special Education ____ Speech ____ 504 ____ Other ____ Emergent Bilingual

For All Transfers:

- * The campus and/or District will require the completion of the transfer application for transfer students in good standing from previous years.
- * The campus and/or District may require transfer students in questionable standing from previous years to have a meeting with their campus administrator before a transfer application can be completed.
- * The campus and District will not approve a transfer application for students not in good standing from previous academic years.
- * The campus and District shall consider classroom space and resources availability in transfer decisions.

I have been informed of KISD's policy concerning a request for a inter-district transfer student whose grade is taught in the student's district of residence. A transfer may not be approved or will be revoked if all rules and regulations of KISD are not followed including student disciplinary or attendance problems that exist or occur. KISD will initiate withdrawal of student(s). Transportation is not provided for inter-district transfers. (See Policy and/or Regulations FD, FDA, FDAA) Contact your campus to determine if a meeting with a campus administrator needs to be scheduled. If there are two or more children in a family attending different campuses each campus will need to be contacted. I give consent that KISD administrators and support staff may contact my child's current and previous schools and districts to obtain any information sought to assist in determining my child's academic, disciplinary, and attendance qualifications for transfer. I also understand that I must schedule a meeting for myself and child with the campus administrators and provide the campus with the student academic record information as stated above.

Parent/Guardian Signature: _____ Date: _____

Printed Name: _____

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SECTION II – CAMPUS ADMINISTRATOR INTERVIEW

Date of conference with parent and student: _____ In person ____ Over the phone _____

Is the student currently enrolled in Kerrville ISD ____ Yes ____ No

Student's grade level for year of requested transfer: _____

Are there any siblings? ____ Yes ____ No

On what other KISD campuses? ____TES ____DES ____NES ____SES ____HMPS ____THS ____ECC

SECONDARY CAMPUSES ONLY:

Reviewed student's number of credits earned: ____ Yes ____ No

Reviewed attendance records/transcripts/discipline with Student and Parent? ____ Yes ____ No

Did the student participate in varsity athletics in the school year prior to the year for which a transfer is requested?
____ Yes ____ No ____ NA If yes, list sport(s): _____

If this request is for a transfer during a school year, is the student participating in a varsity sport currently?
____ Yes ____ No ____ NA

(Administrator must initial)

_____ Contacted student's previous district to discuss Attendance

_____ Contacted student's previous district to discuss discipline

_____ Contacted student's previous district to discuss special programming

_____ Inquired with student's previous district if there is any other information Kerrville ISD should know regarding the student

_____ Current KISD student in good standing

Principal Recommendation: _____ Transfer Approved _____ Transfer Denied

Reason for denial: _____

Principal Signature: _____ Date: _____

Forwarded to the District Office on: _____

SECTION III – DISTRICT REVIEW

Transfer Review Recommendation: Transfer Approved / Transfer Denied

Reason for denial: _____

Superintendent/Designee Signature: _____ Date: _____

Parent/Guardian notified by campus on: _____ by: _____ Letter _____ Phone of Approval

Parent/Guardian notified by district on: _____ by: _____ Letter _____ Phone of Denial