

CHECK (✓) ONE:

Returning Student: _____
New Student: _____



APPLICATION WILL NOT
BE ACCEPTED OR
PROCESSED UNTIL ALL
INFORMATION IS
TURNED INTO CENTRAL
OFFICE

**BISHOP CISD
OUT OF DISTRICT
APPLICATION FOR ADMISSION
SCHOOL YEAR 2025-2026**

NAME OF STUDENT	DATE OF BIRTH	STUDENT ID	LAST 4 DIGITS SS#
NAME OF PARENT/GUARDIAN	ADDRESS	CITY, STATE ZIP	PHONE NUMBERS
E-MAIL			
(Please Circle)			
GRADE LEVEL FOR 2024-2025: PK-3 PK-4 K 1 2 3 4 5 6 7 8 9 10 11 12			
GRADE LEVEL FOR 2025-2026: PK-4 K 1 2 3 4 5 6 7 8 9 10 11 12			
DISTRICT ATTENDED 2024-2025 _____		NAME OF SCHOOL 2024-2025 _____	
COMPLETE ADDRESS OF SCHOOL _____			
COMPLETE PHONE NUMBER OF SCHOOL _____			
SPECIAL PROGRAMS			
SPECIAL EDUCATION _____		ESL PROGRAM _____	
GIFTED & TALENTED _____		504 _____	
SPECIAL REQUIREMENT COMMENTS:			
CHARACTER REFERENCE:			
1.			
2.			
STUDENT SIGNATURE	DATE	PARENT/GUARDIAN SIGNATURE	DATE
APPROVED	DENIED	APPROVED	DENIED
_____		_____	
CAMPUS PRINCIPAL	DATE	SUPERINTENDENT	DATE
REASON FOR DENIAL			

Revised 09/5/2024

PLEASE RETURN COMPLETED APPLICATION TO BISHOP CISD CENTRAL OFFICE

Texas Education Agency
Division of Equal Education Opportunity
Application for Transfer
FY 2025-2026

Authority for Data Collection: Texas Education Code 21.061: Civil Action 5281, Section A
Planned Use of Data: To complete the report required by Federal Court Order Civil Action 5281.
Instructions: This form must be used for all student transfers, within the State of Texas, including hardship. The Superintendent of the receiving district must circle approved or disapproved and sign the transfer form. For further information, contact the Division of Equal Education Opportunity at (512) 463-9671.

RESIDENT District: _____

RESIDENT School: _____

Student's Name	Ethnic Code	Current Attendance Data Student's Residence		District Student Attended Prior Year	Grade	Campus Assigned in Receiving District
		Co. Dist. No.	Campus No.	Co. Dist. No.		Campus No.

Student Social Security Number (Last 4 Digits) _____ **Student ID #** _____

This section must be completed by the parent or guardian I have been informed of the receiving district's policy concerning tuition charges if any, for a transferred student whose grade is taught in the student's district of residence; and I accept responsibility for the payment of tuition.

Signed _____
Parent/Guardian Signature

Street Address **City, State, Zip**

This section must be completed by the receiving district superintendent:

The above transfer was **Approved** **Disapproved** on this _____ day of _____ 20_____.

Typed Name of Receiving District Superintendent	Date	Telephone	Signature
Christina Gutierrez		(361) 584-3591	

One copy should be retained at both districts for audit purposes. Do Not Mail to the Texas Education Agency. ACC-041AR92

STUDENT NAME

CONDITIONS OF TRANSFER ACCEPTANCE FORM
Bishop Consolidated Independent School District
719 East Sixth Street
Bishop, Texas 78343

ALL TRANSFERS:

We have read and understand the Bishop C.I.S.D. Board of Trustees policy FDA (LEGAL) and policy FDA (LOCAL) regarding admissions and transfers.

By our signatures, we accept, understand, and will abide by the conditions of transfer set forth in the above referenced policies.

Guardian Signature: _____

Guardian Signature: _____

(Please do not write below this line)

STATE OF TEXAS
COUNTY OF NUECES

This instrument was acknowledged before me on the _____ day of _____, 20__.

Notary Public in and for **THE STATE OF TEXAS**

NOTARY SIGNATURE

SEAL

NEW STUDENT TO DISTRICT ONLY:

- Transcripts (grades 10-12)
- Current report cards (grades 1-12)
- Current test scores (Grades 3-11; i.e. achievement tests, TAKS\STAAR, etc.)
- Attendance records
- Discipline records
- Completed application for transfer signed by notary (BCISD has free notaries)

Bishop CISD complies with all federal and state rules and regulations and does not discriminate on the basis of race, color, national origin, gender, age, or disability.

BISHOP CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

719 East Street Bishop, Texas 78343

361/584-3591

January 2025

We are pleased to announce that Bishop Consolidated Independent School District is now accepting admission applications for out-of-district for the 25-26 school year. Applications are considered on a case-by-case basis by the Campus Screening Committee and final approval will be made by the Superintendent.

The following documents must be submitted with the admission application:

- Transcripts (grades 10-1)
- Current report cards (grades 1-12)
- Current test scores (grades 3-11; i.e. achievement tests, TAKS/STAAR, etc)
- Attendance records
- Discipline records
- Completed Application for Transfer signed by notary (BCISD has free notaries)

Admission applications submitted without this information will not be accepted.

Criteria considered for approval or denial for the admission applications b the District is as follows:

- Results of the parent and student interviews
- Commitment to and support of the program by the parents and students
- Student academic records and test information
- Conduct records
- Attendance information
- Verification of good standing

Admission application requests shall not be granted to any student whose records indicate any of the following during the previous year:

- Was placed in an Alternative Placement Center more than once
- Was expelled for any reason
- Accumulated excessive absences
- Did not have a passing grade in core subjects (English/Lang. Arts, Mathematics, Science, Social Studies)
- Probation, on conditional release, or been convicted of a criminal offense

In addition, the request will be denied if granting the admission would result in hiring of additional staff, purchasing equipment or adding facilities.

Also, be advised that if your student receives discipline referrals, has poor attendance, or does not maintain passing grades while attending Bishop CISD, you may be asked to withdraw your student from our District.

DO NOT WITHDRAW your student from the current school until approval process is complete.

**BISHOP CISD
BOARD POLICY FDA (Local)**

ADMISSIONS
INTERDISTRICT
TRANSFERS

**TRANSFER
REQUESTS**

The Board delegates to the Superintendent, with recommendation of the campus screening committee, the authority to accept or reject any transfer requests, provided that such action is without regard to race, religion, color, sex, disability, national origin, or ancestral language.

A non- resident student wishing to transfer into the district shall file an application for transfer with the Superintendent or designee. Applications for enrollment shall be considered at the beginning of each semester. Any other requests shall be considered by the Superintendent on a case by case basis.

Students accepted must reapply annually. The District reserves the right to deny former out-of-district transfer students based on their performance in areas including, but not limited to academic grades, standardized test scores, discipline, and attendance.

EXCEPTIONS

Resident students who become nonresidents during the course of a semester shall be permitted to continue in attendance for the remainder of a semester and shall not be required to pay a prorated tuition rate. However, an out of District transfer application must be submitted with the Superintendent's office.

Transportation

Transportation for out-of-District students shall be provided unless an admissions, review, and dismissal (ARD) committee agrees that the service is required.

**SCREENING
COMMITTEE**

Transfer requests shall be reviewed by a campus screening committee composed of the principal, counselor, and selected faculty members. The committee shall make recommendations for approval to the Superintendent. The Superintendent shall review the recommendations of the committee and shall make a final decision.

**LIMITATIONS
ON TRANSFER
REQUESTS**

If a determination is made that false information was provided at the time of transfer request, the transfer agreement shall not be renewed.

**TRANSFER
CRITERIA**

The following documents, along with the application, must be submitted to the to the assistant superintendent for instruction.

1. Transcripts (Grades 9-12);
2. Current report cards (Kindergarten-grade 12);
3. Standardized test scores (grades 3-11);
4. Attendance records (kindergarten – grade 12);
5. Discipline records (Kindergarten-grade 12).

FDA (LOCAL) CONTINUED

The official date and time the application and all supporting documents are submitted Must be recorded on the receipt log. The parent/guardian shall sign the receipt log when submitting a comprehensive packet.

Admission applications submitted with missing documents shall not be accepted. Applications with all required documents shall be forwarded to the campus screening committees for review.

Criteria considered by the District for approval of transfers are as follows:

1. Results of parent and student interviews.
2. Commitment to and support of the total school program by parents and students;
3. Prior negative actions by a student or the student's family members, which may include disrespect, threats, embarrassment, or harassment toward which the, the school's students, parents, employees, or Board members;
4. Student academic records;
5. Test information (including, but not limited to, state-mandated assessments);
6. Conduct records; and
7. Attendance information.

Admission application requests shall not be granted to any student whose records indicate that he or she:

1. Was placed in an alternative placement center within the past 18 months.
2. Was expelled for any reason.
3. Has engaged in delinquent conduct in need of supervision and is on probation or other conditional release for that conduct, or has been convicted of a criminal offense and is on probation release.
4. Was denied credit or promotion on the basis of attendance or accumulated absences in excess of ten percent of class time. (Extenuating circumstances may be considered with documentation during the transfer approval process.)
5. Did not have passing grades in core subjects (English/Language arts, mathematics, science, social studies).

Did not have passing scores on standardized tests.

The following class size caps shall apply:

Elementary (Kindergarten-grade 4)	21 (Core subjects)
Junior High (Grades 5-8):	22 (Core subjects)
High School (grades 9-12):	24 (Core subjects)

Exceptions to the local cap shall be considered by the Superintendent on a case-by-case basis.

TRANSFER AGREEMENTS

A transfer student shall be notified in the written transfer agreement that he or she must follow all rules and regulations of the District. Violation of the terms of the agreement may result in a transfer request not being approved the following year.

FDA (LOCAL) CONTINUED

TUITION

The Board shall determine annually, and within statutory limits, the tuition if any, to be charged.

Children of full-time nonresident District employees shall be eligible to attend District school's tuition free. However, an out-of-District application must be submitted to The Superintendent's office. These students shall need to reapply annually and shall adhere to all rules that apply to all out-of-District transfer students.

APPLICATION FEES

The Board shall determine annually, and within statutory limits, the amount of the application fee, if any, to be charged.

APPEALS

Any appeals shall be made in accordance with FNG (LOCAL) and GF (LOCAL), as appropriate.

DATE ISSUED: 8/21.16
LDU2016.02
FDA (local)-X

BISHOP CISD
178902

ADMISSIONS
INTERDISTRICT
TRANSFERS

FDA (LEGAL)

AGREEMENT BETWEEN DISTRICTS

The board may, by means of mutual agreement with the board of an adjoining district, transfer any student to the jurisdiction of that adjoining district. All transfers shall be made pursuant to the requirements of Education Code 25.032 through 25.034. The board, together with the board of the adjoining district, shall agree to the transfer of school funds proportionate to the transfer of attendance when such interdistrict transfers are made. Education Code 25.035.

INITIATED BY STUDENT OR PARENT

Any student, other than a high school graduate, who is under 21 years of age and eligible for enrollment on September 1, may transfer to another Texas district, provided that both receiving and applicant's parent, guardian, or person having lawful control agree in writing to the transfer. Education Code 25.038 [See also FD]

BASIS FOR TRANSFER

The board or its designee must make transfer decisions on an individual basis and may not consider as a factor in arriving at any decision regarding assignments any matter relating to the national origin of the student or the student's ancestral language. Education Code 25.032 [See FDAA]

FUNDING FOR TRANSFERS

Upon the filing and certification of any transfer, the state per capita appointment shall transfer with the student. For purposes of computing state allotments to districts eligible under the Foundation School Program, the student's attendance prior to the date of transfer shall be counted by the sending district and the student's attendance after transfer shall be counted by the receiving district. Education Code 25.034

TUITION

The district may change a tuition fee to the extent that the district's actual expenditure per student in average daily attendance exceeds the sum of state available school fund apportionment benefit transferred to the district under Education Code 25.037. However, unless a tuition fee is prescribed and set out in a transfer agreement prior to its execution by the parties, no increase, no increase in tuition charge shall be made for the year of that transfer that exceeds the tuition charge, if any, of the preceding school year. Education Code 25.038

DATE ISSUED 9/18/2012
UPDATE 95
FDA (LEGAL)-A
BISHOP CISD
178902

TUITIOIN FOR EDUCATION OUTSIDE DISTRICT-CONTINUED

THE AMOUNT OF TUITION PAID MAY NOT EXCEED THE GREATER OF:

1. The amount by which the district's actual expenditure per student in average daily attendance exceeds the sum the district receives from state aid sources, as provided by Education Code 25.037. However, the district may not charge more than the tuition charge for the preceding school year unless a tuition fee is set out in a transfer agreement; or
2. The calculated tuition limit specified by commissioner's rule.

Under the commissioner's rule, tuition charged to the home district for a transfer student in payment for that student's education may not exceed the district's calculated tuition limit. The calculated tuition limit applies only to tuition paid to the district for the education of a student at a grade level not offered in the same home district.

The calculated tuition limit is the sum of the excess maintenance and operations (M&O) revenue per enrollee and the excess debt revenue per enrollee as calculated in accordance with 19 Administrative Code 61.1012(b).

Education Code 25.038, .039; 19 TAC 61.1012

CREDITS AND RECORDS

Credits earned in local credit courses may be transferred at the enrolling district's discretion.

Transfer students shall not be prohibited from attending school pending receipt of transcripts or academic records from the district the student previously attended. 19 TAC74.26 (a)(1)

NONPUBLIC SCHOOLS

Records and transcripts of students from Texas nonpublic schools or from out of state or out of the country (including foreign exchange students) shall be evaluated, and students shall be placed promptly in appropriate classes. The district may use a wide variety of methods a to verify the content of courses for which a transfer student has earned credit. 19 TAC 74.26 (a) (2)

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UPDATE 95

FDA (LEGAL)-A

BISHOP CISD