



School Year 2026-2027

Out of District Transfer Application for Non – Resident Student (ONE APPLICATION PER CHILD)

Must return completed application and required documents by
June 5th

☐ NEW

COUNTY: _____

DISTRICT: _____

SCHOOL : _____

The completion of this application is a request for out of district transfer only. Keene ISD will determine whether the transfer request is granted; the request is not granted until the Superintendent's signature appears on the Out of District Student Transfer Agreement.

Students Full Name as appears on SS Card	Social Security Number	School Year	Grade

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

Father's Phone Number: _____ Mother's Phone Number: _____

Father's E-mail Address: _____ Mother's E-mail Address: _____

Current or Last School of Attendance: _____ Grade: _____

DISTRICT OF RESIDENCE: _____ SCHOOL NAME OF RESIDENCE: _____

NOTICE: A person making a false statement in this document or any 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.

I have read and understand the regulations and policies governing inter district attendance permits (on following pages) and hereby submit my application. I declare under penalty of perjury that the information provided above is true and accurate. I understand that this form will be subject to verification.

Printed Name (Parent/Guardian)

Signature (Parent/Guardian)

Date: _____

****** ALL THE FOLLOWING INFORMATION IS REQUIRED TO BE CONSIDERED A
COMPLETE TRANSFER APPLICATION ******

For School District Office Use Only

As the authorized administrator of the district of desired attendance, I recommend the following action:

☐ Approval to attend

☐ Disapproval

Signature _____ Date _____ Enrollment Date: _____

ATTENDANCE INFORMATION: Please complete table below.

Number of Days the Student was Enrolled	Prior School Year (Specify Year)	Current School Year (Specify Year)

****STUDENT'S ACADEMIC RECORD OR TRANSCRIPT: PARENT IS RESPONSIBLE FOR GATHERING THE REQUIRED DOCUMENTS LISTED BELOW. KEENE ISD IS NOT OBLIGATED TO CALL PREVIOUS SCHOOL DISTRICT TO GET COPIES. DELAY IN GETTING THESE DOCUMENTS WILL DELAY THE ACCEPTANCE PROCESS AND SPACE IS LIMITED.****

- **REPORT CARD / TRANSCRIPT**
- **DISCIPLINE RECORD**
- **ATTENDANCE RECORD**
- **STATE ASSESSMENT RESULTS (STAAR)**

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

Is Student a child of a full time KISD employee?	☐ YES	☐ NO
Was Student enrolled in KISD previously?	☐ YES	☐ NO
Is Student a sibling of a previously approved transfer student?	☐ YES	☐ NO

If yes, what is siblings name: _____ KISD campus _____

ATTENDANCE INFORMATION: Has the student experienced any of the following:

More than 8 absences in the current or preceding school year?	☐ YES	☐ NO
More than 8 tardies in the current or preceding school year?	☐ YES	☐ NO
Number of absences for the current school year		
Number of absences for the preceding school year		

If the student missed more than 10% of the days in the current or prior school year, please provide an explanation:

DISCIPLINE INFORMATION:

Has the student ever been suspended out of school, placed in ISS, DAEP, expelled, or placed in JJAEP? If Yes, explain: _____	☐ YES	☐ NO
Is the student currently on probation or other conditional release for a conviction of a criminal offense? If yes, explain: _____	☐ YES	☐ NO
Is the student on probation or other conditional release for delinquent conduct? _____	☐ YES	☐ NO

ACADEMIC RECORD:

Did the student pass all courses and get promoted to the next grade level?	☐ YES ☐ NO
Did the student pass all portions of the state assessments? (If no, please list all portions not meeting state passing standard with scale score) _____ _____	☐ YES ☐ NO
Is student on the A or AB Honor Roll?	☐ YES ☐ NO
Enrolled in Honors, Pre-AP, AP or Dual Credit courses?	☐ YES ☐ NO
Participate in any extra-curricular activity? If so, check all that apply	☐ YES ☐ NO

- ☐ Band
- ☐ Choir
- ☐ One Act Play
- ☐ Art
- ☐ FFA
- ☐ FCCLA
- ☐ Robotics
- ☐ Athletics (list sports) _____
- ☐ Cheer
- ☐ National Honor Society
- ☐ Student Council

Check appropriate special program (if applicable):

- ☐ Special Education
- ☐ Section 504/IEP Accommodations (if applicable please include Individualized Education Program (IEP) documentation)
- ☐ ESL
- ☐ Dyslexia
- ☐ Gifted and Talented
- ☐ Speech
- ☐ Currently suspended or expelled

UIL

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 enrolled in KISD.

I certify that the discipline information above is true and correct to the best of my knowledge.

Student Name

Parent Signature

Date

Please note that this application is not complete until all required documentation has been included.

OUT OF DISTRICT TRANSFER AGREEMENT
Keene Independent School District
2026-2027

This Transfer Agreement establishes the terms and conditions for _____
("student") to attend the **Keene ISD** ("district") as a transfer student for the **2026-2027** school year.

The student is a resident of the _____ Independent School District

The student's parent or other person having lawful control of the student ("parent"):

NAME: _____

DAYTIME PHONE NUMBER: _____

EMAIL: _____

Student's parent or legal guardian requests that the student be permitted to attend Keene District schools in the **2026-2027** 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 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. The 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 require that district to warn the parent or the student of truancy proceedings under the Education Code 25.095:
 - b. Academic achievement that results in a passing grade in all courses by the end of the semester. At the end of each grading period, the student should receive no more than one grade that is below passing; and
 - c. Compliance with the Student Code of Conduct that results in no offenses requiring removal to an Alternation Education Program or expulsion and no more than two referrals each semester for other Code of Conduct infractions or chronic misbehavior.
4. As a condition of this transfer application, all parents and guardians are expected to fully comply with school policies, and staff directives. Parents/guardians must conduct themselves in a respectful and cooperative manner at all times. Behavior that is disruptive, confrontational or constitutes a nuisance to the school environment will not be tolerated. Parents/guardians are expected to support the school's mission, uphold it's standards and model appropriate behavior for students. Failure to meet these expectations may result in denial or revocation of the transfer.
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 student whose parent(s) do not comply with and observe all District policies and reasonable District and campus procedures and requirements.
7. If this agreement is revoked, revocation ordinarily will be effective at the end of a semester; however, the Superintendent, due to KISD's District of Innovation Plan, has discretion to revoke the transfer at any time in which a standard for continued admission is violated. Policy FDA (LOCAL) explains the procedure for revocation.

8. The parent or the student will be responsible for transportation to and from the district school to which the student is assigned.
9. 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.
10. In compliance with UIL requirement, students residing with parents outside of district boundaries will not be eligible for **varsity** athletic competition for 1 year from the date the student enrolled in KISD.

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 **2026-2027** school year.

Student Name: _____

Parent's signature: _____

Date: _____

Principal's signature: _____

Date: _____

Superintendent's signature: _____

Date: _____