

**CENTER INDEPENDENT SCHOOL DISTRICT
AGREEMENT FOR OUT-OF-DISTRICT STUDENT TRANSFER**

STUDENT INFORMATION

Student's Full Legal Name: _____

Social Security Number: _____ Date of Birth: _____

Physical Address: _____

Mailing Address: _____

Home Phone Number: _____

Student Lives with: Mother Father Both Other: (Name/Relationship): _____

Father/Guardian Name: _____

Work Phone Number: _____ Cell Phone Number: _____

Mother/Guardian Name: _____

Work Phone Number: _____ Cell Phone Number: _____

Ethnicity: White, not Hispanic American Indian or Alaskan Native
 Black, not Hispanic Asian or Pacific Islander Hispanic

TRANSFER REQUEST INFORMATION

Reason for transfer: _____

School District You Live In: _____

School District Last Attended: _____

Campus Name: _____ Grade at Former School: _____

*** Questions do not apply to students entering Kindergarten**

Yes No Does the student have a sibling requesting a transfer? If yes, what grade and name(s):

Yes No *Did the student listed above demonstrate mastery on all sections of the most recent State of Texas Assessments of Academic Readiness (STAAR)?

Yes No *Is the student listed above currently serving a period of expulsion, or removed facing imminent discipline from another school district or removed to a disciplinary alternative education program (DAEP) for one or more days for 2017-2018 school year?

Yes No *Did the student listed above serve a period of expulsion, or removed facing imminent discipline from another school district or removed to a disciplinary alternative education program (DAEP) for one or more days for 2017-2018 school year?

Yes No Is the student listed above the child of an employee of Center Independent School District?
Name of employee and campus: _____

Yes No Has the student listed above attended more than one school district in the last year? _____

How many days was the student absent last year (2017-2018)? _____

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PLEASE READ THE CONDITIONS FOR TRANSFER

This transfer agreement establishes the terms and conditions to attend Center Independent School District ("District") as a transfer student for the 2018-2019 school year. The student's parent or other person having lawful control of the student, requests that the student be permitted to attend a District school in the 2018-2019 school year and agrees to the following terms and conditions for that transfer:

1. ***This transfer is for the 2018-2019 school year only.*** Violating the terms of the transfer agreement may result in a transfer request not being approved for the following school year.
2. The parent/guardian **MUST** provide all of the appropriate documentation. **Failure to include the documents listed below will result in the application not being processed.**
 - 2.1 Proof of residence in "home" district (utility bill, current lease or current property tax receipt)
 - 2.2 Student's school records
 - 2.2.1 Report card
 - 2.2.2 STAAR test results
 - 2.2.3 Attendance record from prior year (must be by class for secondary students)
 - 2.2.4 Discipline history for prior year (discipline documentation must contain detailed information)
 - 2.3 Immunization records (current)
 - 2.4 Birth certificate (certified copy)
 - 2.5 Social security card
 - 2.6 Transfer Fee
3. This transfer, if approved, is 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.
4. The student will be subject to all policies, rules, regulations, rights, privileges, and responsibilities of enrollment in the District as if he or she resided in the District. The student must maintain acceptable levels of attendance and compliance with District rules and regulations, including but not limited to the Student Code of Conduct throughout the entire school year. Acceptable levels are defined as:
 - 4.1 Attendance that does not place the student at risk of losing credit under Education Code 25.092 or require the District to warn the parent/guardian or the student of truancy proceedings under Education Code 25.095 and
 - 4.2 Compliance with the District's rules and regulations, including the Student Code of Conduct, such that no offences result in removal to a disciplinary alternative education program (DAEP) or expulsion, and a pattern of persistent misbehavior as determined by Campus Administration.
5. The District will charge a transfer fee in the amount of \$500 per child and not to exceed \$1,500 per family (annually). ***The transfer fee must be paid in full at time the Transfer Agreement is submitted. The deadline is Thursday, June 28, 2018 at 4:00 p.m. to be considered for the start date of the 2018-2019 school year.***
6. Once a completed Out of District Student Transfer Agreement has been received in the Superintendent's Office, including all requested documentation and the transfer fee, the transfer agreement (and supporting documentation) will be reviewed by the Campus Administrator and the Superintendent. A decision will be made regarding the transfer request.
7. The parent/guardian will be notified in writing of the approval or denial of the transfer request.
8. Transportation to and from a District school in which the student is assigned, is to be provided by the parent/guardian or student.
9. The student and parent/guardian acknowledge that eligibility of transfer students for participation in any UIL activity or other activities governed by UIL rules and regulations will be determined in accordance with UIL rules and regulations and the receiving campus.

