

**Application for Transfer**  
**2017/2018**

Authority for Data Collection: Texas Education Code 21.061; Civil Action 5281, Section A

Planned Use of Date: 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. Column instructions can be found on the reverse side of this form. The Superintendent of the receiving district must circle approved or disapproved and sign the transfer form. For further information, contact the Division of Accreditation at (512) 463-9671.

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.

This section must be completed by 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's) Signature
Phone Number

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

This section must be completed by the receiving district superintendent:

The above transfer(s) was  approved  disapproved on this \_\_\_\_\_ day of \_\_\_\_\_

Typed Name of Receiving District Superintendent Dave Underwood	Date	Telephone 361-274-2000	Signature
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INSTRUCTIONS FOR COMPLETING  
Application for Transfer Form ACC-041A

Form ACC-041A should be completed according to the column instructions listed below. This form should be completed in duplicate by the receiving district office. For audit purposes, one copy should be retained by the receiving district office and one copy should be mailed to and retained by the sending district office. Use the *Texas School Directory* for county-district and campus numbers.

**Column Instructions**

**Student's Name**

Enter the student's name.

**Ethnic Code**

Enter the appropriate ethnic code using the following designations:

- (1) = American Indian or Alaskan Native
- (2) = Asian or Pacific Islander
- (3) = Black, not Hispanic
- (4) = Hispanic
- (5) = White, not Hispanic

**Attendance Data (Current Year)**

Enter the current county-district number and the campus number for the student (*current* district of residence).

**County-District Number (Prior Year)**

Enter the county-district number for the student (*prior* school year).

**Grade**

Enter the grade to which the student will be assigned for the regular academic programs or special education programs during the next school year.

**Campus Number (Receiving District)**

Enter the campus number to which the student will be assigned in the receiving district during the next school year.

*McMullen County Independent School District*

P.O. Box 359  
Tilden, Texas 78072-0359  
Ph: (361) 274-2000 FAX: (361) 274-3665

Dear Parent:

In compliance with the McMullen County Independent School District Operating Policies, it becomes necessary, before your Request for Transfer of Students in our District will be considered, that you sign and return the original of this letter and the original of the attached application.

PLEASE READ THE FOLLOWING POLICY CAREFULLY:

SECTION F: STUDENTS, POLICY FDA, Admissions and Attendance: Interdistrict Transfers

“Any student transferring into this District is accepted subject to the existing Board policies and any policies hereafter adopted during the term of the transfer.

Any student requesting transfer into this District will be required to furnish evidence of good conduct from the preceding year and should the Board, in its discretion, feel that accepting said transfer would not be in the best interest of the students and the educational process of this District, then request shall be denied. Failure of the student to comply with the Student Code of Conduct, or other district policies, may result in revocation of the transfer in addition to any sanctions resulting from the infraction. The superintendent shall, in his discretion, determine when such revocation shall be in the best interest of the students of the district.

All transfers are effective only for the academic year in which the transfer is granted.”

Parents of students transferring into McMullen County I.S.D. must sign and return this signed form, along with the Transfer, prior to consideration of the transfer request.

I have read and fully understand the conditions set forth in Policy FDA of the Operating Policies as stated above and will abide by this article if my child is approved for transfer.

DATE: \_\_\_\_\_

\_\_\_\_\_  
Signature of Parent/Guardian

ADMISSIONS  
INTERDISTRICT TRANSFERS

FDA  
(LOCAL)

AUTHORITY	<p>The Superintendent is authorized 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.</p> <p>A resident student who becomes a nonresident during the course of a semester shall be permitted to continue in attendance for the remainder of the semester.</p>
TRANSFER REQUESTS	<p>A nonresident student wishing to transfer into the District shall file an application for transfer each school year with the Superintendent or designee. Transfers shall be granted for one regular school year at a time.</p>
FACTORS	<p>In approving transfers, the Superintendent or designee shall consider availability of space and instructional staff and the student's disciplinary history and attendance records.</p>
REVOCAION OF TRANSFER	<p>A transfer student shall be notified in the written transfer agreement that he or she must follow all rules and regulations of the District, including those for student conduct and attendance, and that violation of the District's rules and regulations may result in revocation of the transfer agreement. The effective date of the revocation will be set in accordance with the written transfer agreement.</p> <p>Written notification of any transfer revocation shall be sent to the school district of residence.</p> <p>Children of nonresident District employees shall not be subject to the revocation provisions addressed in this policy.</p>
TUITION	<p>If the District charges tuition, the amount shall be set by the Board, within statutory limits.</p>
WAIVERS	<p>The Board may waive tuition for a student based on financial hardship upon written application by the student, parent, or guardian. [See FP]</p>
NONPAYMENT	<p>The District may initiate withdrawal of students whose tuition payments are delinquent.</p>
APPEALS	<p>Any appeals shall be made in accordance with FNG(LOCAL) and GF(LOCAL), as appropriate.</p>