



Frankston Independent School District

Established 1929

Post Office Box 428, Frankston, Texas 75763 • 903-876-2556

Transfer Application Policy and Procedures for Returning Transfers

1. Complete the Application for Student Transfer and return it to the campus office by the deadline of May 1st.
2. The Transfer Committee shall consider the following factors in determining whether a student shall be permitted to continue at FISD:
 - a. Grade level of the student seeking admission and the effect of additional students on class size, staffing, and facilities
 - b. Disciplinary record
 - c. Attendance record
 - d. Academic record
 - e. STAAR/EOC scores
 - f. Credit losses
 - g. Additional factors not prohibited by law as deemed relevant by FISD
3. Transfer students who meet any of the following conditions identified below will not be considered for enrollment.
 - a. More than five absences per semester
 - b. DAEP placement
 - c. More than one level two offense (as defined by FISD campuses)
 - d. Yearly averages below 70 in all classes
 - e. Failed math and reading STAAR (Elementary/Middle School)
 - f. Failed any EOCs (High School)
4. The Transfer Committee will consider all applications submitted within the set deadline for returning transfer students. Incomplete applications will be denied, and a pending status will be placed on applications until the EOC and STAAR for grades 3-11 results are received. The Transfer Committee will make a decision regarding the transfer and notify the superintendent's office of the decision.
5. Parents will be notified of the decision by letter and/or phone call. If you do not agree with the committee's decision, you may file an appeal; you may pick up paperwork from Barbara White. During the appeal, the student must remain enrolled in their home district until the appeal is addressed and/or resolved.

Timeline:

April 1- transfer applications available

May 1- applications due

June 1- notifications of acceptance or denial complete

Disclaimers:

- All students enrolled as transfers must reapply **every** school year. Failure to complete and return the transfer application by the May 1st deadline will lead to an automatic transfer denial.
- A transfer may be revoked at any time for absences, tardiness, and disciplinary issues; revocation is not limited to these reasons.
- If a transfer is revoked, any fees or expenses are not refundable by the district.



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Transfer Application Policy and Procedures for New Transfers

1. Complete the Application for Student Transfer and return it to the campus office.
2. Include the following from the school the student is currently attending:
 - a. Attendance record
 - b. Report card
 - c. Disciplinary information
 - d. Standardized test scores
3. The Transfer Committee will review all information collected. The committee shall consider the following factors in determining whether a student shall be permitted to enroll at FISD:
 - a. Grade level of the student seeking admission and the effect of additional students on class size, staffing, and facilities
 - b. Disciplinary record
 - c. Attendance record
 - d. Academic record
 - e. STAAR/EOC scores
 - f. Credit losses
 - g. Additional factors not prohibited by law as deemed relevant by FISD
6. Transfer students who meet any of the following conditions identified below will not be considered for enrollment.
 - a. More than five absences per semester
 - b. DAEP placement
 - c. More than one level two offense (as defined by FISD campuses)
 - d. Yearly averages below 70 in all classes
 - e. Failed math and reading STAAR (Elementary/Middle School)
 - f. Failed any EOCs (High School)
4. Incomplete applications will be denied, and a pending status will be placed on applications until the EOC and STAAR for grades 3-11 results are received. The Transfer Committee will make a decision regarding the transfer and notify the superintendent's office of the decision.
5. Parents will be notified of the decision by letter and/or phone call. If the parent disagrees with the committee's decision, they may file an appeal; you may pick up paperwork from Barbara White. During the appeal, the student must remain enrolled in their home district until the appeal is addressed and/or resolved.

Disclaimers:

- All students enrolled as transfers must reapply **every** school year. Failure to complete and return the transfer application by the May 1st deadline will lead to an automatic transfer denial.
- A transfer may be revoked at any time for absences, tardiness, and disciplinary issues; revocation is not limited to these reasons.
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Application for Student Transfer

Date of Application: _____ School Year: _____

Student's Name: _____ Grade Level: _____

Student Date of Birth: _____ SSN: _____

Name of school district currently attending: _____

Phone number: _____

Address of school district currently attending: _____

Name of campus child would attend in current resident district: _____

Parent/Guardian: _____ Cell Phone: _____

Employer: _____ Work Phone: _____

Student is enrolled in:

public school private school home school charter school/academy

Grades successfully completed: _____

The student is/has been enrolled in:

Special Education 504 Bilingual ESL Gifted & Talented

Has the student engaged in conduct or misbehavior within the preceding year that has resulted in admittance to a disciplinary alternative education program (DAEP/JJ) outside the regular classroom or expulsion from any school district, charter school, private or parochial school, or academy?

Yes No

If yes, please specify school and disciplinary placement. _____

Reason for removal: _____

Duration of removal: _____



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Is the student on probation, conditional release, or information adjudication from a juvenile court for engaging in delinquent conduct or conduct in need of supervision? Yes No

Is the student on probation or other conditional release for conviction of a criminal offense?

Yes No

Has any official, administrator, or director of the school from which the student is transferring communicated to you that the student would not be permitted to return to the school the following academic year? Yes No

Are state-required vaccinations for the student complete and current? Yes No

AFFIRMATION

I understand that making a false statement in this document, or any other document, for the purpose of school enrollment is a criminal offense under Section §37.10 of the Texas Penal Code and could subject me to imprisonment for up to two years and/or a fine up to \$10,000. I further understand that enrollment of a child under false documents is a violation of Section §25.001 of the Texas Education Code and subjects me to liability under Texas law for the greater of these amounts: the maximum tuition permitted by law or the cost per student budgeted by the district for maintenance and operation expense.

Parent/Guardian Signature: _____

Date: _____

To Be Completed by FISD:

_____ Student is approved for transfer.

_____ Student is denied for transfer.

Administrator signature: _____

Date: _____