

Each student, including a student beginning middle school or high school, shall be assigned to a school in the attendance area in which he or she resides unless a transfer is approved.

Transfer Requests

A student who wishes to attend a school other than as assigned for his or her attendance zone shall file an application for transfer with the Superintendent or designee, in accordance with administrative procedures. The District shall publicize annually the schedule and location for submission of transfer applications.

Factors

Except as provided at FDAA(LEGAL) and FDB(LEGAL), approval or denial of a transfer application shall be based on the following:

- Space availability at the requested campus.
- The student's attendance record—The District shall require a record of at least 95 percent attendance in the current or most recent school year.
- The student's academic record—
 - The District shall require a record of passing all subjects or courses in the current school year or most recent school year; and
 - The District shall require a record of passing all applicable portions of the most recent state-mandated assessments.
- The student's discipline record—The District shall require a record of no persistent misbehavior, placement in a disciplinary alternative education program (DAEP), or expulsion in the current or most recent school year.

The student shall submit with the transfer application all necessary documentation regarding attendance, grades, and assessment scores.

In addition, the District shall consider the student's disciplinary history, including any disciplinary referral, placements in a DAEP, or expulsion.

Duration of Transfer

Once the District has approved a student's transfer request, the approval shall automatically renew each year until the student has completed the highest grade level offered at the receiving school, except as provided elsewhere in this policy.

ADMISSIONS
INTRADISTRICT TRANSFERS AND CLASSROOM ASSIGNMENTS

FDB
(LOCAL)

**Change of
Residence within
District**

During the School
Year

A student who moves from one attendance zone to another within the District during a school year shall be permitted to request a transfer to complete that school year at the same school before being reassigned to the campus serving the attendance zone of the new residence. If the student is in grade 4, 5, 7, 8, 10, 11, or 12 and has been approved for a transfer to complete the school year, he or she shall be allowed to continue enrollment at that campus until he or she has completed the highest grade level offered at that school. If the student is in any other grade and wishes to remain at that campus in the subsequent school year, he or she shall follow the standard transfer application process, except as provided elsewhere in this policy.

During the Summer

A student who moves from one attendance zone to another within the District during the summer, i.e., after the spring semester ends, shall be assigned to the campus in the new attendance zone of residence, except as provided elsewhere in this policy.

**Changes in
Attendance Zones**

When the Board approves changes to District attendance zone boundaries, students shall attend the schools specified; however, a student attending an elementary school and entering grades 4 or 5, or attending a middle school and entering grade 8, at the time of zone boundary changes shall be given the choice of attending the school to which he or she has been newly zoned or requesting a transfer to complete grade 5 or grade 8, respectively, at the original school. Siblings of a student wishing to stay at his or her original school, rather than move due to changes in attendance zone boundaries, shall be allowed to remain at the original school. If a student choosing to stay at the school has a sibling entering kindergarten, the sibling shall be guaranteed transfer to the school. District transportation shall not be provided for such transfers.

**Children of
Employees**

Nonresident

A nonresident District employee or a nonresident employee of a business with which the District contracts for transportation or custodial services may request an interdistrict transfer for his or her child, in accordance with FDA(LOCAL). When an interdistrict transfer has been approved in this circumstance, the District shall assign the student in accordance with the following:

1. If the parent's job assignment is at a campus:
 - a. A child who is at an appropriate grade level shall be assigned to the campus to which the parent is assigned.
 - b. A child who is not at an appropriate grade level for the campus to which the parent is assigned shall be assigned to a school that is in the high school feeder pattern for the campus to which the parent is assigned, with

the student's assignment also based on the total enrollment and student/teacher ratio at each of the schools in that feeder pattern.

2. If the parent's job assignment is not at a campus, the parent may request a specific campus; however, the District shall make the assignment based on the total enrollment and student/teacher ratio at each campus appropriate for the student's grade level.

Resident

At the beginning of each semester, any teacher who is a resident of the District shall be granted a transfer for his or her child to:

1. The campus to which the parent is assigned, if the child is at an appropriate grade level; or
2. A campus that is in the high school feeder pattern for the school to which the parent is assigned, with the student's assignment also based on the total enrollment and student/teacher ratio at each of the schools in that feeder pattern.

Revocation of Transfers

The District may revoke an approved transfer if:

1. The principal determines that the student has become a disruption to the school or has developed poor attendance habits; or
2. The school becomes overcrowded.

Transportation

The District shall not provide transportation for a transfer student, except as required by law.

Eligibility of Transfer Students for Extracurricular Activities

A student transferring from one high school attendance area to another shall not be eligible to participate in the varsity-level extracurricular program of the receiving school for a period of one calendar year following the student's first day of attendance at the receiving high school. In unusual circumstances, however, the Superintendent or designee shall have authority to allow participation within the limitations of UIL rules.

A student who is granted an intradistrict transfer based on documentation from a parent or guardian of the pending purchase or construction of a home in the receiving school's attendance zone shall not be eligible to participate in athletics or any other extracurricular activity, at any level, until the parent or guardian and the student establish residence in the home in the receiving school's attendance zone.

False Information

Any student who knowingly provides false information on a form required for a student's enrollment in the District—whether the form

is completed by the student or on the student's behalf by his or her parent or guardian or by another person—shall be ineligible to participate in any extracurricular activity at any District school for a period of one year from the time the District discovers that the information is false.

Athletic Eligibility of Students Who Change Residences

The eligibility of a high school athlete who moves with his or her parent from one high school attendance area to another shall be determined in accordance with UIL rules except as provided in this policy. If a student moves with his or her parent from one District high school attendance zone to another, the student shall be ineligible for varsity competition-level athletics for one calendar year from the date of enrollment in the receiving school unless the student submits to the Superintendent or designee a written request for review.

Exception

If a student moves with his or her parent from one District high school attendance zone to another, the student may continue to attend the original school if the student is participating in varsity-level athletics or if the coaches at the original school verify that the student would be participating in varsity-level athletics in the following school year. In order for the student to remain enrolled at the original school, the student's parent or guardian must submit to the Superintendent or designee at least ten business days prior to the move a written statement of the student's intent to remain enrolled at the original school. If the student enrolls in the school in the new attendance zone, the student shall be ineligible for varsity-level athletics for one calendar year from the date of enrollment in the new school.

A student whose parent or guardian owns a house in one high school attendance zone and moves to a leased or rented residence in another shall be ineligible in the new attendance zone.

Class Changes

The campus principal shall be authorized to investigate and approve the transfer of a student from one classroom to another on that campus.

Note: For the transfer of a student who is the victim of bullying or who engaged in bullying, see FDB(LEGAL). For the transfer of a student who attends a persistently dangerous school, becomes a victim of a violent criminal offense, or becomes a victim of sexual assault, see FDE.
