

**Transfer Requests** A student who resides in another district and desires admission to the District must file an application for transfer with the Superintendent's office.

**Transfer Students** The Superintendent or designee 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.

In determining whether a student who resides in another school district shall be permitted to enroll in District schools, the Superintendent or designee shall consider the following factors:

1. The grade level of the student seeking admission and the effect of additional students at that grade on class size, staffing, and facilities.
2. The disciplinary record of the student seeking admission.
3. The attendance record of the student seeking admission.
4. The academic record of the student seeking admission.
5. If known, the parents' compliance with reasonable District and campus requirements and compliance with District policy.

Acceptance of a transfer student in one school year shall create no right or expectation that the student shall be admitted as a transfer student in subsequent years. Admission of one student in a family as a transfer student shall create no right or expectation that another student from the same family shall be admitted as a transfer.

Transfer approval decisions are made on a student-by-student basis according to the factors and restrictions in this policy.

**Drug Testing Program** A transfer student shall be subject to the District's drug testing policy if the student is in grades 7–12 and participates in any extracurricular activity or drives a car onto a campus. [See FNF(LOCAL)] A transfer student who tests positive for the presence of illegal drugs may have his or her transfer immediately revoked.

**Transfer Agreement** Before a transfer student is officially admitted to District schools, the student's parents and the Superintendent or designee shall execute a transfer agreement specifying the terms of the student's admission, including the requirements for acceptable attendance, academic achievement, and compliance with the Student Code of Conduct.

A transfer student shall be notified in the written transfer agreement that he or she must follow all rules and regulations of the District. A

transfer agreement shall be in effect for one school year only. Violation of the terms of the agreement may result in a transfer request not being approved the following year.

### **Acceptable Levels**

A student who is admitted as a transfer student must meet and maintain acceptable levels of attendance, academic achievement, and compliance with the District's Student Code of Conduct. For purposes of this policy, "acceptable" levels shall be defined as:

1. Attendance that does not place the student at risk of losing credit under Education Code 25.092 or require the District to warn of truancy proceedings under Education Code 25.095. [See FEA, FEC, FED]
2. Academic achievement that results in a passing grade in all courses by the end of each semester. At the end of each grading period, the student should receive no more than one grade that is below passing. State testing and accountability instruments shall also be considered.
3. Compliance with the Student Code of Conduct that results in no offenses requiring removal to a disciplinary alternative education program (DAEP) or expulsion and not more than two referrals in any grading period for other violations of the Student Code of Conduct.

The principal shall have the discretion to recommend revocation of a transfer to the Superintendent or designee in the event of disciplinary incidents that do not result in disciplinary referrals but are consistent and/or persistent misbehavior in nature. In these instances, the transfer shall not be renewed for the following school year.

### **Revocation**

The Superintendent or designee may at any time 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 or whose parent(s) demonstrates an unwillingness to comply with reasonable District and campus procedures or with District policy. Ordinarily, revocation shall be effective at the end of a semester; however, if the student's attendance, academic achievement, or compliance with the Student Code of Conduct falls below the acceptable standard during a semester or the parent(s) violates reasonable District and campus procedures or District policy, the Superintendent or designee may revoke the transfer immediately.

Before revoking a transfer agreement, the Superintendent or designee must hold a conference with the student and parents to explain the basis for the revocation under the agreement and to allow

the student or parents to present any information they believe is relevant to the Superintendent's or designee's decision.

When a transfer is revoked because a student commits an offense that would require removal to a disciplinary alternative education program or expulsion from school, the District shall conduct the required disciplinary proceedings and assess a term of removal or expulsion. This information must be included in the student's records sent to the district in which the student resides.

A student whose status as a transfer is revoked for any reason shall not be eligible for subsequent admission under a Power of Attorney. [See policy FD]

**Tuition**

The Board will establish annually the amount of tuition, if any, required of transfer students who reside in another school district. Tuition must be paid in advance of each semester or according to the payment schedule in the transfer agreement.

Waivers

The Board may waive tuition for a student based on financial hardship upon written application by the student, parent, or guardian. [See FP]

Nonpayment

The District may initiate withdrawal of students whose tuition payments are delinquent.

**Transportation**

The District shall not provide transportation for transfer students who reside in another school district. The parent or the student shall be responsible for transportation to and from the District school to which the student is assigned.

**Appeals**

Any appeals shall be made in accordance with FNG(LOCAL) and GF(LOCAL), as appropriate.