

**Assignment in  
Attendance Areas**

Except as provided in this policy, a student shall be assigned to a school in the attendance area in which he or she resides. The Superintendent or designee, or an ARD committee or an LPAC, as applicable for programmatic purposes, may assign a student to another school, as appropriate. [See EHBA and EHBE]

**Automatic Eligibility**

A student shall be automatically eligible (i.e., without applying for a transfer) to attend the middle school assigned to the feeder system applicable to the elementary school at which he or she completes grade 5, regardless of transfer status or attendance area of residence, so long as the student's transfer has not been nonrenewed.

A student shall be automatically eligible (i.e., without applying for a transfer) to attend the high school assigned to the feeder system applicable to the middle school at which he or she completes grade 8, regardless of transfer status or attendance area of residence, so long as the student's transfer has not been nonrenewed.

**Change of  
Residence**

When a student moves from one attendance area to another during a school year, the student shall notify the principal of the change of address but shall be allowed to complete the school year at the campus to which the student was originally assigned. For the subsequent school year, the student shall be assigned to a campus appropriate to the attendance area in which he or she resides unless the student requests and is granted a transfer.

If the student attends the middle and/or high school in the new attendance area of residence, the Superintendent or designee shall determine the student's athletic eligibility in accordance with applicable UIL rules, regardless of any other District rules.

**Administrative  
Transfers**

The Superintendent or designee may initiate an administrative transfer at any time to assign a student to a different campus for reasons including, but not limited to, concerns related to discipline, safety, student welfare, or extraordinary circumstances affecting the student's family or the campus. [See also FDE] In addition, the Superintendent or designee may transfer a student when the move would more evenly distribute class sizes between the campuses involved.

For any intradistrict transfer or other campus reassignment initiated by the District, the Superintendent or designee shall determine the student's athletic eligibility, as appropriate.

**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.

**Transfers Between  
Schools**

The Superintendent or designee shall be authorized to investigate and approve or reject any transfer requests, provided that such action is without regard to race, religion, color, sex, disability, national origin, or ancestral language.

Designation of  
Open / Closed  
Campuses

The Superintendent or designee shall annually publish a list of campuses open for intradistrict transfers and a list of campuses closed to intradistrict transfers. The closure of a campus to new transfers shall not affect a student's request for renewal of a transfer to that campus.

When a campus has been designated as open for intradistrict transfers, the Superintendent or designee shall be authorized to approve an intradistrict transfer request after considering the building capacity, the size of instructional staff, and the student's disciplinary history and attendance records.

**Transfer Requests**

A student may make application, in accordance with administrative procedures, to transfer from a campus in the student's attendance area to any campus in the District that has been designated as open for intradistrict transfers, including a campus with a magnet school-of-choice program to which the student is also seeking admission.

In addition to reasons addressed in law [see FDB(LEGAL), FDAA, and FDE], a student may request an intradistrict transfer to a campus designated as closed to intradistrict transfers only if:

1. The student's sibling attends the requested campus;
2. The student's parent is a full-time District employee assigned to the requested campus; or
3. The student has moved to another attendance zone during a school year.

**Duration of  
Transfers**

The District shall approve only one intradistrict transfer for a student within each school year.

An approved transfer shall be in effect from the date of approval until the end of the school year. A transfer shall be automatically renewed unless:

1. The reason for the initial request no longer exists, e.g., the student is no longer in the academic program for which the transfer was approved;
2. The grade level to which a student is promoted is not served at the campus, except as provided in this policy for students promoted from grade 5 to middle school or from grade 8 to high school; or

3. The transfer is nonrenewed for one of the reasons addressed in the transfer agreement.

**Nonrenewal of Transfer**

A student for whom an intradistrict transfer is approved shall be notified in the written intradistrict transfer agreement that he or she must follow all rules and regulations of the District and of the receiving campus, including rules for student conduct and attendance, and that violation of the District's or campus's rules or regulations may result in nonrenewal of the intradistrict transfer agreement.

The effective date of the nonrenewal shall be set in accordance with the written intradistrict transfer agreement.

**UIL Eligibility and Participation**

Eligibility for participation in UIL activities shall be determined in accordance with applicable UIL rules, provisions of this policy, and District procedures.

**Athletic Eligibility**

The District shall apply additional local eligibility criteria for students participating in athletics, so that a student shall be eligible to participate in athletics only at the high school assigned to the feeder system applicable to the middle school at which the student initially participates in athletics. This requirement shall not affect participation in any other UIL activity. In addition, this restriction shall not apply to a student who:

1. Moves from one attendance area to another after initial middle school participation in athletics;
2. Does not participate in athletics in a District middle school; or
3. Applies to, qualifies for, and is enrolled in a magnet program in high school.

A student in grades 9–12 who participates or has participated in athletics during high school shall be eligible only at the high school at which he or she has participated. This restriction shall not apply to a student who:

1. Moves from one attendance area to another after initial high school participation in athletics; and
2. Applies to, qualifies for, and is enrolled in a magnet program in high school.

[See Administrative Transfers, above, for possible additional exceptions.]

---

**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.

---