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**Note:** This local policy has been revised in accordance with the District's [innovation plan](#).<sup>1</sup>

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**Authority**

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.

**Transfer Requests**

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. There shall be no right or expectation for a transfer in subsequent years.

Admission of one student in a family creates no right or expectation that another student from the same family be granted a transfer. All decisions shall be made on a student-by-student basis.

**Factors**

In approving transfers, the Superintendent or designee shall consider program availability and the student's disciplinary history and attendance records.

*Program  
Availability*

Program availability is defined as the ability to accommodate additional students without adversely affecting staffing, class size, instructional delivery, facility space, support services, the overall budget, and the best interests of the District.

**Criteria for  
Acceptance**

The District shall accept out-of-district transfers under the following conditions:

1. Timely application shall be made by the student, parent, or guardian on the appropriate forms available in the administrative offices.
2. The student is in good standing in his or her home district.
3. The transfer does not limit the educational opportunities of resident students.
4. The transfer has been approved by TEA under existing statutes.
5. The parent or student is responsible for transportation to and from school.

**Transfer  
Agreements**

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

In accordance with the District's innovation plan, the District is exempt from state law requiring transfers to be for a one-year period. Therefore, violation of the terms of the agreement may result in a

revocation of the agreement during the school year or may result in a transfer request not being approved the following year.

**Tuition**

If the District charges tuition, the amount shall be set by the Board, within statutory limits.

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.

**Appeals**

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

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<sup>1</sup> Innovation Plan: <https://www.santoisd.net/domain/199>