

**2024-2025 SCHOOL YEAR**

**NON-RESIDENT STUDENT TRANSFER REQUEST**

**\*\*Please complete both sides of this application.\*\***

Application type:                                     NEW/FIRST TIME\*     RENEWAL

Student Information

First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Last Name \_\_\_\_\_

Physical Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security Number \_\_\_\_\_

School District in which student resides \_\_\_\_\_

Student's grade level for year of requested transfer \_\_\_\_\_

Parent/Guardian Information

Name(s) \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone Number (Cell) \_\_\_\_\_ (Work) \_\_\_\_\_

Email \_\_\_\_\_

Is a parent/guardian employed by Saint Jo ISD?                                     YES  NO

Does the student have any siblings currently attending Saint Jo ISD?                                     YES  NO

Please describe your reason(s) for wishing to attend Saint Jo ISD.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The information provided in this form is true and factual to the best of my knowledge, and I understand that if any of this information is ever found to be incorrect this application may be denied or revoked. As parent or person standing in the position of legal responsibility for the child named in this request, I acknowledge that I can request a copy of the specific FDA(Local) Transfer Policy.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

***\*First time applicants are responsible for providing the following information:  
current and cumulative grades, attendance records, and discipline records.  
This application will not be reviewed until all required information is submitted.***

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Saint Jo ISD Transfer Agreement  
2024-2025 School Year

This transfer agreement establishes the terms and conditions for \_\_\_\_\_ (student) to attend the Saint Jo Independent School District as a transfer student for the noted school year, although the student is a resident of the \_\_\_\_\_ ISD (current district/residency).

The student's parent or other person having lawful control of the student, \_\_\_\_\_ (parent), requests that the student be permitted to attend Saint Jo ISD in the noted school year and agrees to the following terms and conditions for that transfer:

- This transfer is for the named student only. District approval of this transfer creates no right or expectation that another student from the same family will be admitted as a transfer.
- The student must maintain acceptable levels of attendance and compliance with District rules and regulations, including the Student Code of Conduct and the Student Handbook, throughout the entire school year.  
Acceptable levels are defined as:
  - a. Attendance that does not place the student at risk of losing credit under Education Code 25.092 or require the District to warn the parent of truancy proceedings under Education Code 25.095.
  - b. Compliance with the District's rules and regulations, including the Student Code of Conduct and Student Handbook, such that no offenses result in removal to a disciplinary alternative education program or expulsion, and that the student does not have a significant number of discipline referrals made within any grading period for other misconduct, as determined by the campus principal.
- The student must maintain appropriate academic progress throughout the school year and exhibit appropriate school pride and spirit.
- In accordance with Board Policy FDA(Local), the Superintendent may revoke the transfer of a student who fails to maintain an acceptable level of attendance or compliance with District rules and regulations, including the Student Code of Conduct and the Student Handbook.
- The student and parent acknowledge that eligibility of transfer students for participation in any UIL activity or other activities governed by UIL rules and regulations will be determined in accordance with UIL rules and regulations.

Parent Signature \_\_\_\_\_

Date \_\_\_\_\_

**Administrative Use Only**

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Review by Campus Principal

Signature \_\_\_\_\_

Date \_\_\_\_\_

The transfer request is APPROVED DENIED, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Superintendent Signature \_\_\_\_\_