

**Texas Education Agency**  
 Division of Equal Education Opportunity

Valley View ISD  
 District Name

049-903  
 County District Number

**Application for Transfer**  
 FY 09-10

**Authority for Data Collection:** Texas Education Code 21.061; Civil Action 5281, Section A

**Planned Use of Data:** To complete the report required by Federal Court Order Civil Action 5281.

**Instructions:** This form must be used for all student transfers, **within the State of Texas**, including hardship. Column instructions can be found on the reverse side of this form. The Superintendent of the receiving district must circle **approved** or **disapproved** and sign the transfer form. For further information, contact the division of Equal Education Opportunity at (512) 463-9671.

STUDENT'S NAME	ETHNIC CODE	DATE OF BIRTH	SOCIAL SECURITY NO.	STUDENT'S RESIDENCE		DISTRICT STUDENT ATTENDED PRIOR YEAR	CURRENT GRADE	RECEIVING DISTRICT
				DISTRICT NAME	SCHOOL NAME	DISTRICT NAME	LEVEL	CAMPUS NO.
<i>Example: John Doe</i>	5	8/8/1998	000-00-0000	<i>Tim Buck Two ISD</i>	<i>Fireside Elementary</i>	<i>Valley View Elementary</i>	2	101

**This Section must be completed by parent or guardian:**

I have been informed of the receiving district's policy concerning tuition charges, if any, for a transferred student whose grade is taught in the student's district of residence; and I accept responsibility for the payment of tuition.

Signed \_\_\_\_\_  
 Parent's (Guardian's) Printed Name and Signature

Street Address/Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Phone: \_\_\_\_\_

**This section must be completed by the receiving district superintendent:**

approved

The above transfer(s) was \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_.

disapproved

Typed Name of Receiving District Superintendent	Date	Telephone  940-726-3659	Signature
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**Do Not Mail To The Texas Education Agency.**

VALLEY VIEW INDEPENDENT SCHOOL DISTRICT  
TRANSFER STUDENT APPLICATION & INFORMATION

In order to be considered for transfer approval into the Valley View I.S.D. Schools, **new** applicant must follow the procedure outlined below. Returning transfer students should complete the form on the next page only.

- A. *Talk with the appropriated principal.*
- B. *Complete and turn in a transfer application (next page).*
- C. *Provide the information listed below to the principal.*

1. An attendance record which covers at least the preceding school year.
2. A cumulative grade record of all school years, subject, and courses. This record should include the results of all norm and criterion referenced testing.
3. A current immunization record. (Immunizations must be up-to-date.)
4. A list of extra-curricular activities the student is or has been involved in.
5. A statement of reason for wanting to attend Valley View Schools. (This should include the reason for wanting to leave your current district.)
6. A discipline report signed by the home district principal indicating any disciplinary actions taken relative to the student. If no disciplinary actions have been taken, the report should so indicate.

NOTE: Pre-K and Kindergarten applicants should submit only numbers 3 & 5.

### Form Instructions

Ethnic Codes: Enter the appropriate ethnic code using the following designations.

- (1)-American Indian or Alaskan Native (2)-Asian or Pacific Islander (3)-Black, not Hispanic  
(4)-Hispanic (5)-White, not Hispanic

County-District Number

If county district number is unknown, write district and school name.

*To be eligible for a transfer, a regular education student must maintain a GPA that would permit the student to be eligible to participate in UIL activities. A special education student must demonstrate satisfactory progress through the student's IEP. In approving transfers, the Superintendent or designee shall consider availability of space and instructional staff, the student's disciplinary history and attendance history.*

*Transfer requests shall be given the following priority order:*

1. *Children of District employees*
2. *Children of District graduates*
3. *Children with siblings attending school in the District*
4. *Other children residing in the same household as enrolled transfer students*
5. *Children with extenuating circumstance (to be reviewed by the Board)*

*A transfer student shall be notified in the written transfer agreement that he or she must follow all rules and regulation of the District, including those for student conduct and attendance, and that violation of the District's rules and regulations may result in revocation of the transfer agreement. The effective date of the revocation will be set in accordance with the written transfer agreement. Written notification of any transfer revocation shall be sent to the school district of resident. A disciplinary matter for which disciplinary alternative education placement is appropriate shall result in immediate revocation of the transfer.*

*The transfer tuition fee for the 2009-2010 school year is \$500 for one child and \$750 for two or more children. The Board may waive tuition for a student upon written application by the student or parent or guardian, upon the recommendation of the Superintendent. The District may initiate withdrawal of students whose tuition payments are delinquent. There shall be no tuition fee for children of District employees, children of District graduates, children with siblings attending school in the District, and children with extenuating circumstance (to be reviewed by the Board). A student who was an approved transfer student during the 2006-2007 school year or before shall be grandfathered and shall not be required to pay tuition unless the student withdraws from the District and later returns.*