



INDEPENDENT SCHOOL DISTRICT

# STUDENT TRANSFER APPLICATION

## Out of District Transfer Request

### 2022-23 School Year

This application is to be used by families who have moved out of the district and wish for their student to remain at DSISD for the remainder of the school year.  
Refer to policy FDA (Local) for specific information on district transfer policy.  
Submit completed form and required documentation  
to Sheila Lamb, Office of Superintendent (sheila.lamb@dsisdtx.us)

Student Name: Last		First		Student will be in Grade:
Date of Birth (mm/dd/yyyy):	Gender: Male Female		Date moved out of DSISD:	
Current Address (include city, state, zip):			Phone #:	
Name of Parent/Guardian:		Email Address:		
School District Student is Currently Zoned for:	Campus Student is Currently Zoned for:	Requested DSISD Campus:		
<p><b>Required Documentation</b></p> <ul style="list-style-type: none"> <li>Letter explaining the reason for your request</li> <li>\$35 transfer fee</li> </ul>		<p><b>Out of District Seniors</b></p> <ul style="list-style-type: none"> <li>A resident student who becomes a nonresident at the end of the student's junior year and who was continuously enrolled and regularly attended DSHS during his/her junior year, must submit this form <b>no later than June 1, 2022</b> in order to remain at DSHS for his/her senior year</li> </ul>		

#### Agreement to Conditions

This request is made with the full understanding of an agreement with the following conditions:

- The request for transfer must be renewed each school year for the student to remain at the receiving school.
- In approving transfers, the superintendent or designee shall consider availability of space and instructional staff, the student's disciplinary history, and attendance records.
- The District accepts NO responsibility for transportation of a transfer student, except as provided by statute or policy.
- Students approved for transfer must follow all rules and regulations of the district, including those for conduct and attendance; a violation of the District's rules and regulations may result in revocation of the transfer.

Parent/Guardian Signature:	Date:
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<b>For Office Use Only</b>	
Transfer Approved	Transfer Denied