



## DIBOLL INDEPENDENT SCHOOL DISTRICT

P.O. Box 550 • DIBOLL, TEXAS 75941 • 936/829-4718 • FAX 936/829-5558

March 27, 2018

Dear Transfer Student Parent/Guardian:

Enclosed is a new **Application for Student Transfer** for the school year 2018-2019. Parents/Guardians of transfer students must also complete and sign a **Transfer Agreement** for each child. A copy of the **Application for Student Transfer** and the **Transfer Agreement** is enclosed. If you reside outside our school district boundaries, but desire your child /children to attend the Diboll Independent School District next year, these forms *should be returned by August 1, 2018*. Acceptance of student transfers who do not meet exemption or hardship criteria cannot cause a change in the ethnic ratio of either the receiving or sending school district by more than one percent, according to Federal Court Order Civil Action 5281. The Equal Education Opportunity Unit will analyze the data provided and will inform school districts if they are near or over the one percent ethnic ratio change caused by the acceptance of student transfers. Final approval of transfers that do not meet exemptions or hardships as noted are contingent upon compliance with the Federal Court Order Civil Action 5281. You are encouraged to provide us with documentation if your child/children meet any of the established exemptions or hardships.

The Diboll ISD Board of Trustees has set the transfer tuition fee of **\$0.00** per year for 2018-2019. *Employees of Diboll ISD who have transfer students in the Pre-Kindergarten program are still responsible for Pre-K tuition charges.*

For questions about the student transfer process, please call 829-6108 or come by the Administration Office at 215 North Temple Dr. We will be glad to assist you.

Respectfully,

A handwritten signature in cursive script that reads "Vicki Thomas".

Vicki Thomas  
Superintendent of Schools

Enclosures:    Transfer Application  
                    Transfer Agreement

## TRANSFER AGREEMENT

This Transfer Agreement establishes the terms and conditions for \_\_\_\_\_ ("student") to attend the Diboll Independent School District ("District") as a transfer student for the \_\_2018-2019\_\_\_\_ school year, although the student is a resident of the \_\_\_\_\_ School District. The student's parent or other person having lawful control of the student, \_\_\_\_\_ ("parent"), requests that the student be permitted to attend District schools in the \_\_2018-2019\_\_\_\_ school year and agrees to the following terms and conditions for that transfer:

1. This transfer is effective for the current school year only. District approval of this transfer creates no right or expectation that the student will be admitted as a transfer for any subsequent school year.
2. This transfer is approved 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.
3. The student must maintain acceptable levels of attendance and compliance with District rules and regulations, including the Student Code of Conduct, 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 or the student of truancy proceedings under Education Code 25.095;
  - b. Compliance with the District's rules and regulations, including the Student Code of Conduct, such that no offenses result in removal to a disciplinary alternative education program or expulsion, and no more than three (3) referrals are made within any school year for other misconduct.
4. 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, or may initiate withdrawal of a student whose tuition payments are delinquent. Notice of revocation will be sent to the district of residence.
5. If this agreement is revoked, revocation ordinarily will be effective at the end of a semester; however, the Superintendent has discretion to revoke the transfer immediately if the student's continued attendance threatens the safety of other students or teachers or will be detrimental to the educational process. If this agreement is revoked for nonpayment of tuition, revocation will be effective immediately.
6. The District will charge tuition in the amount of \$\_\_\_0\_\_\_\_\_ per year. Tuition may be paid in a lump sum prior to the beginning of the school year or may be paid in ten equal amounts of \$\_\_\_0\_\_\_\_\_, before the last day of the month -August through May. If a tuition payment is not received by the due date, the District may revoke the transfer agreement. Payments may be made in person or mailed to :

Diboll ISD  
215 N. Temple Dr.  
Diboll, TX 75941  
Attention: Business Office

7. The parent or the student will be responsible for transportation to and from the District school to which the student is assigned.
8. 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.
9. Except as modified by this transfer agreement, the student will be subject to all policies, regulations, rights, privileges, and responsibilities of enrollment in the District as if he or she resided in the District.

The District and the parent agree that this transfer agreement is the entire agreement controlling the admission and enrollment of the student in the District for the \_2018-2019\_\_\_\_\_ school year.

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_

Superintendent's Signature\_\_\_\_\_ Date\_\_\_\_\_

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COMMENTS/NOTES:

**APPLICATION FOR TRANSFER  
NON-RESIDENT STUDENT  
DIBOLL INDEPENDENT SCHOOL DISTRICT 003-905**

DATE: \_\_\_\_\_ STUDENT SS# \_\_\_\_\_  NEW  RENEWAL

PARENT: COMPLETE FORM ENTIRELY, EXCEPT (-----) ITEMS WILL BE COMPLETED BY SCHOOL PERSONNEL.

1. Transfer request for current year? \_\_\_\_\_ or next school year? \_\_\_\_\_ Grade Level \_\_\_\_\_
2. Name of Student \_\_\_\_\_ Race \_\_\_\_\_ (---)
3. Student's Date of Birth: \_\_\_\_\_ Student's Gender: Male  Female
4. Parent's Name: \_\_\_\_\_
5. Address of parent/legal guardian: \_\_\_\_\_
6. Home Telephone Number: \_\_\_\_\_ Work or Alternate Telephone Number \_\_\_\_\_
7. Is parent or guardian an employee of Diboll ISD?  YES  NO
8. School district in which student resides: \_\_\_\_\_ (----- - -----)
9. School/campus student would attend in that district: \_\_\_\_\_ (-----)
10. School student last attended: \_\_\_\_\_ (-----) District: \_\_\_\_\_ (-----)
11. Reason for transfer request: [Check all that apply. Documentation may be requested.]
  - a. The student wishes to take academic courses needed for graduation and not offered in the district of residence.
  - b. The student has attended school in the receiving district for at least the two previous years and will be eligible for graduation this school year.
  - c. The student is under ten years of age, both parents (or one parent in a single parent household) work, and no child-care facility is located within the sending district.
  - d. The student's health is involved, as certified by a medical doctor, or the student's safety is involved, as certified by the Superintendent of the sending district and the Superintendent of the District.
  - e. The parent or guardian of the student is employed by the District.
  - f. The receiving school is more than 20 miles closer to the student's home than the school in the district of residence.
  - g. None of the above
12. Student's attendance record:
  - a. How many days was the student absent in the previous school year? \_\_\_\_\_
  - b. If this request is for a transfer during the school year, how many days has the student missed in the current school year? \_\_\_\_\_
  - c. If the student missed more than ten percent of the days in the school year, please provide an explanation. \_\_\_\_\_  
\_\_\_\_\_
13. Has the student been expelled or removed to a Disciplinary Alternative School for one or more days in the most recent school year?  YES  NO During the preceding year?  YES  NO  
If yes to either question, for what offense(s)? \_\_\_\_\_

As a parent or person standing in the position of legal responsibility for the child named in this request, I acknowledge that I have received a copy of Diboll ISD policy FDA (LOCAL) and the Transfer Agreement that must be executed before the child is allowed to enroll in the District. 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.

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

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Transfer Approved  Transfer Denied  Reason for Denial: \_\_\_\_\_

Principal Signature \_\_\_\_\_ Date \_\_\_\_\_

Superintendent Approval \_\_\_\_\_ Date \_\_\_\_\_