



## BURNET CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

208 E. Brier Street • Burnet, TX 78611  
 Phone (512) 756-2124 • Fax: (512) 756-7498 • www.burnetcisd.net

### NONRESIDENT STUDENT TRANSFER REQUEST INTO BURNET CISD – 2018-2019

- First: \_\_\_\_\_ Middle: \_\_\_\_\_ Last: \_\_\_\_\_
1. Student's name: \_\_\_\_\_
  2. Physical address: \_\_\_\_\_  
 Mailing address: \_\_\_\_\_  
 City, State, Zip Code: \_\_\_\_\_
  3. Student's Date of Birth: \_\_\_\_\_
  4. School District in which student resides: \_\_\_\_\_
  5. Parent's name(s): \_\_\_\_\_
  6. Parent's address if different from above: \_\_\_\_\_  
 City, State, Zip Code: \_\_\_\_\_
  7. Home Phone #: ( ) \_\_\_\_\_ Cell Phone #: ( ) \_\_\_\_\_ Work Phone #: ( ) \_\_\_\_\_
  8. Email Address: \_\_\_\_\_
  9. Reason for transfer request: \_\_\_\_\_
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10. Is either parent employed by Burnet CISD? { } No { } Yes Name: \_\_\_\_\_
  11. Has the student ever been enrolled in Burnet CISD? { } No { } Yes Date: \_\_\_\_\_
  12. Does the student have any siblings? { } No { } Yes  
 Are the siblings currently attending Burnet CISD? { } No { } Yes Name/Grade: \_\_\_\_\_
  13. Student's grade level & campus for year of requested transfer: \_\_\_\_\_
  14. **Student's Attendance Record:**  
 How many days was the student absent in the school year prior to the year for which a transfer  
 a. is requested? \_\_\_\_\_  
 If this request is for a transfer during a school year, how many days has the student missed in  
 b. the current school year? \_\_\_\_\_  
 c. If the student missed more than 5 days in the previous or current school year, please provide an explanation: \_\_\_\_\_
- 
15. **Student's Discipline Record:**  
 Has the student been suspended, expelled or placed in any alternative classroom  
 setting (DAEP, in school suspension, etc.) during the current or previous school year? { } Yes { } No  
 If yes to any of the above explain: \_\_\_\_\_
- 
16. **Student's Academic Record:**  
 Please provide the following information:
    - a. Copy of most recent STAAR/Achievement test results
    - b. Copy of report card/transcript
    - c. Copy of attendance and discipline records
    - d. Check special program(s) which currently apply to student
 

G/T _____	Special Education _____	Speech _____
504 _____	ESL _____	Other _____

I understand that, if approved, the transfer is granted conditionally based on the following criteria: program availability, discipline history, academic performance, and attendance, including tardies. The transfer may be revoked based on Board Policy FDA (LOCAL), to the extent permitted by law. It is effective for one school year only. I understand that transportation to the requested school is my responsibility. I understand that falsification of information is a Class A Misdemeanor and can lead to legal action. I have read and understand the District policy on out-of-district transfers. I agree to abide by all rules and regulations set forth in this policy. I understand that as a transfer student school placement may be changed to accommodate resident students. I have been informed that, in some cases, previously approved transfers may be revoked due to space limitations.

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

## BURNET CISD TRANSFER AGREEMENT

**SCHOOL YEAR: 2018-2019**

This Transfer Agreement establishes the terms and conditions for \_\_\_\_\_ ("student") to attend the Burnet CISD public schools ("District") as a transfer student for the noted school year, although the student is a resident of the \_\_\_\_\_ CISD. 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 noted 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 will not be charged tuition for the current school year only. District approval of this transfer creates no right or expectation that the student will not be charged tuition for any subsequent school year.
4. 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 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 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 principals.
5. The student must maintain appropriate academic progress throughout the school year and exhibit school spirit, pride and honor.
6. 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.
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 noted school year.

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

**Please submit the transfer paperwork to the Superintendent's Office, BCISD Administration Office, 208 E. Brier – 512-756-2124**

For BCISD Use Only				
Campus Administrator Signature: _____	Approved: _____	Denied _____	Date: _____	
Reason for Denial:	1. Attendance <input type="checkbox"/>	2. Academics <input type="checkbox"/>	3. Space/Staff <input type="checkbox"/>	4. Discipline <input type="checkbox"/>
5. Program Activity <input type="checkbox"/>				
Comments:				
Date of notification to Parent/Guardian:			Campus Notified:	
Burnet CISD Superintendent <b>Keith McBurnett</b>	Signature			Date