

Gold-Bug ISD Inter-District Transfer Requests

The inter-district transfer – living in another district and applying to attend Gold-Burg ISD – application and checklist is on the following pages. Please read carefully, complete all portions of the application and attach all required documentation that is appropriate for your student’s grade level and individual needs.

Gold-Burg ISD does not charge for inter-district transfers.

An application for transfer into the district does not necessarily mean that the application will be approved.

The following conditions will apply to all transfer requests:

1. Approval is from year to year – new applications must be filled out every year.
2. Transportation will be provided by the district from designated stops only.
3. The district will assign students to campuses based on appropriate programming and staffing.
4. Requests may be denied for reasons that include, but are not limited to attendance, academic performance, behavior and program/staff availability.

If it is your intention to request a transfer for the upcoming school year, complete an application and submit to:

Gold-Burg ISD
Superintendent’s Office
468 Prater Road
Bowie, Texas
Fax – 940-872-5933
roger.ellis@esc9.net

Deadline to submit a transfer application is June 30.

If your application is received after June 30 your student(s) will be added to a wait list and you will be notified when the request has been approved or denied once class sizes are confirmed.

To request a transfer after the school year begins, complete the application and submit it to the above listed address.

Out of District Transfer Checklist

REQUIRED DOCUMENTATION LIST

Please complete the transfer application and attach the following documentation at the time of application.

- ___ Most Recent Report Card – 1st – 12th (K if previously enrolled in school)
Please attach a copy of the most recent report card for the transfer applicant.
- ___ Court Documents – (if applicable)
Please attach any documents defining custody placement information (if applicable).
- ___ Transcripts – 8th – 12th
If you are in grades 8-12, please attach a copy of the most recent transcript.
- ___ Documentation of Attendance – 1st – 12th (K if previously enrolled in school)
Students entering grades K through 12 are required to provide documentation regarding the applicant's attendance for the most recent school year. If a student attends a public or private school during the current school year, documentation from the school is required. It can be a document from the current school's administrative system, a letter from the school, etc.
- ___ Documentation of Discipline – K-12th (K if previously enrolled in school)
Students entering grades K through 12 are required to provide documentation regarding the applicant's discipline record for the most recent school year. It can be a document from the current school's administrative system, a letter from the school, etc. If a student attends a public or private school during the current school year, documentation from the school is required. Note: Even if a student has no discipline record for the current school year a document, signed by a school official, stating such must be provided.
- ___ Standardized Test Scores/Any achievement test (entering grades 3 and above)
Please provide a copy of the most recent Standardized Test Scores including: STAAR, EOC, Placement tests, and/or other curriculum based assessments.
- ___ Special Education Records (if receiving services)
If a student receives Special Education services a copy of the current IEP, current FIE and classroom accommodation plan is required.
- ___ 504 Records (if receiving services)
If a student receives 504 accommodations a copy of the current 504 plan and 504 evaluations are required.
- ___ English as a Second Language/Limited English Proficiency/Bilingual (if receiving services)
If a student receives English as a second Language (ESL) services a copy of the original Home Language survey from the prior school district is required as well as the most recent TELPAS scores and LPAC student plan.
- ___ Gifted and Talented (if receiving services)
If a student receives gifted and talented services, please attach a copy of the qualifying GT testing for review to determine eligibility as well as parent permission signature sheets for acceptance into the program.
- ___ Speech Therapy (if receiving services)
If a student receives speech therapy services a copy of the IEP, including classroom accommodations and current FIE is required.
- ___ Dyslexia (if receiving services)
If a student receives dyslexia services a copy of the most recent IAP including accommodation and Dyslexia report is required.

Gold-Burg ISD
468 Prater Road
Bowie, Texas 76230
940-872-3562
Fax 940-872-5933

Nonresident Student Request to Transfer into Gold-Burg ISD

Transfer applications must be completely filled out with ALL accompanying required documents for review.

Personal Information

Student's Name: _____
Last First Middle

Physical Address: _____

Mailing Address: _____

Student's Date of Birth: _____ Social Security Number: _____

Parent Name(s): _____

Parent Address (es): _____

Home Phone #(s): _____ Work Phone #(s): _____

Cell Phone #(s): _____

Email Address (es): _____

Transfer Information

Reason for transfer request: _____

Is either parent employed by Gold-Burg ISD? Yes No

Has the student ever been enrolled in Gold-Burg ISD? _____ If yes, when? _____

Does the student have any siblings? _____

If yes, do they attend GBISD? _____ Name/Grade: _____

Date of transfer request: _____

School year you are applying for transfer: _____

Student's grade level for year of transfer request: _____

Student Information

Attendance

How many days was the student absent in the school year prior to the year for which the transfer is being requested?

If this request is for a transfer during a school year, how many days has the student missed in the current school year?

If the student missed more than 5 days in the previous or current school year, please provide an explanation:

Student 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? _____

If yes to any of the above explain: _____

Has the student engaged in delinquent conduct or conduct in need of supervision and is on probation or other conditional release for that behavior? _____

If yes to the above explain: _____

Transfer Understanding Signature

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. If approved the transfer is effective for one school year only and an application must be made each year. I understand that transportation to the requested school is my responsibility. I understand that I must work collaboratively with the GBISD staff regarding my child. I understand that my student may be denied if there is insufficient space in the appropriate grade level. 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 policy FDA (LOCAL).

Parent Signature: _____ Date: _____

Office Use Only

Date Received:

Time Received:

Transfer Approved:

Transfer Denied:

Reason for Denial

Attendance

Academics

Space/Staff

Discipline

Program needs

Interviewee: _____ Interviewer: _____ Date: _____

Principal Signature: _____ Date: _____

Superintendent Signature: _____ Date: _____

Date Parent/Guardian Notified: _____

Method of Notification:

Email

Mail

Phone

Gold-Burg ISD Transfer Agreement
School Year: _____

This Transfer Agreement establishes the terms and conditions for _____ (student) to attend the Gold-Burg Independent School District as a transfer student for the noted school year, although the student is a resident of the _____ ISD. 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 (including tardies) 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 principal.
5. The student must maintain appropriate academic progress throughout the school year and exhibit school spirit and pride.
6. The parent or the student will be responsible for transportation to and from the District school to which the student is assigned.
7. 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.
8. 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 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 year.

Parent Signature: _____ Date: _____

Gold-Burg ISD

Roger Ellis
468 Prater Road
Bowie, Texas 76230

Gold-Burg ISD
Office 940-872-3562
District Fax 940-872-3562

CONSENT TO REQUEST/RELEASE CONFIDENTIAL INFORMATION

Student: _____	Date of Birth: _____	Age: _____
Parent/Guardian: _____	Grade: _____	SS#: _____
Current Address: _____	Phone: _____	
_____	School: _____	

We are asking that you authorize the person or agency named below to release/request specified records containing confidential information regarding the above named student.

Name of Agency Making the Request:

Gold-Burg ISD
468 Prater Road
Bowie, Tx 76230

Records to be Released/Requested

<input type="checkbox"/> Allow verbal communication	<input type="checkbox"/> Evaluation (specify) _____
<input type="checkbox"/> Medical	<input type="checkbox"/> Graduation Plan
<input type="checkbox"/> Current IEP/ARD/LPAC	<input type="checkbox"/> Vocational Evaluation/Plan

Purpose of Disclosure: Planning and/or consideration for student transfer.

This release/request is valid for one year from the date signed.

Signature of Parent, Guardian

Date