



Dear Parents/Guardians,

Driscoll Independent School District offers a superior education to all students who attend our schools. We serve students who live within our district as well as many who do not. Our top-notch faculty and staff, challenging curriculum, opportunities for individualized instruction, small class size, and the student-centered atmosphere are just a few reasons we have so many students transfer to our school.

Currently, Driscoll Independent School District is accepting transfer applications for the upcoming school year. The following are requirements of each student applying to transfer into Driscoll Elementary or Middle School.

1. Applications can be obtained from the District secretary and must be returned no later than two weeks prior to the last week of May.
2. Transfer requests will be reviewed by a screening committee on a case-by-case basis and require final approval of the Board of Trustees, upon recommendation by the Superintendent.
3. Transfer applications will be evaluated on the following criteria:
  - a. The application is complete and accurate Transcripts and/or report cards, test scores, (i.e., achievement tests, TPRI/STAAR, etc.), must accompany the admission application. **Applications submitted without copies of the above will not be considered.**
  - b. The student has at least a 97-percent attendance rate for the past two years.
  - c. The student has not been suspended, assigned to an alternative disciplinary education setting, expelled during the past two years, nor has engaged in delinquent conduct or conduct indicating a need for supervision and is on probation or other conditional release for that conduct, or has been convicted of a criminal offense and is on probation or other conditional release.
  - d. Student state assessment scores and grades will also be considered.

The admission of transfer students will also depend on available space per classroom in grades K-5<sup>th</sup>. Please be advised that if your child receives disciplinary referrals, has poor attendance, or does not maintain passing grades while attending Driscoll ISD, you may be asked to withdraw your student from our District.

Attached is the admission application. Please complete the application with the required information and return it to Mrs. Muniz in the front office. **Parents whose children have been accepted as transfer students in the past, need only complete the Renewal of Multi-Year Transfer Application (Exhibit B) and return it to Mrs. Muniz.** If you have any questions or are in need of assistance, please contact the campus principal, Ms. Lynn Landenberger at (361) 387-7349 ext. 8106.

Sincerely,

Cynthia M. Garcia, Ed.D.  
Superintendent of Schools  
Driscoll ISD

Driscoll ISD  
178905

ADMISSIONS  
INTERDISTRICT TRANSFERS

FDA  
(EXHIBIT)

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### Exhibit A—Nonresident Student Request to Transfer into the District

Student's name: \_\_\_\_\_

Birth date: \_\_\_\_\_

Social Security number: \_\_\_\_\_

Current address: \_\_\_\_\_

School district in which student resides: \_\_\_\_\_

Address of school: \_\_\_\_\_

Parent's name: \_\_\_\_\_

Parent's address: \_\_\_\_\_

Home phone: \_\_\_\_\_

Work phone: \_\_\_\_\_

Reason for transfer request:  
\_\_\_\_\_  
\_\_\_\_\_

Is either parent employed by the \_\_\_\_\_ School District?

- Yes
- No

Has the student ever been enrolled in the \_\_\_\_\_ School District?

- Yes
- No

Student's grade level for year of requested transfer: \_\_\_\_\_

#### Student's attendance record

How many days was the student absent in the school year prior to the year for which a transfer is 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 ten percent of the days in the school year, please provide an explanation:

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Has the student been expelled or removed to a disciplinary alternative education program (DAEP) 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)? \_\_\_\_\_

Please complete the Texas Education Agency's Application for Transfer form attached.

**Special Programs**

- Special Education  
 English as a Second Language  
 Gifted and Talented  
 Dyslexia  
 Section 504

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 \_\_\_\_\_ School District's policies FDA(LEGAL) and FDA(LOCAL) and the transfer agreement that must be executed before the child is enrolled 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 information is ever found to be incorrect, this application may be denied or revoked.

Parent's signature: \_\_\_\_\_

Date: \_\_\_\_\_

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***For Office Use Only***

- Transfer Approved  
 Disapproved

Superintendent's signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit B—Renewal of Multiyear Transfer Application Request,  
20\_\_–\_\_**

Student's name: \_\_\_\_\_

Grade: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Social Security number: \_\_\_\_\_

Number of years attending Driscoll ISD as a transfer student: \_\_\_\_\_

Resident school and district (if not applying for transfer): \_\_\_\_\_

Student's name: \_\_\_\_\_

Grade: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Social Security number: \_\_\_\_\_

Number of years attending Driscoll ISD as a transfer student: \_\_\_\_\_

Resident school and district (if not applying for transfer): \_\_\_\_\_

Student's name: \_\_\_\_\_

Grade: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Social Security number: \_\_\_\_\_

Number of years attending Driscoll ISD as a transfer student: \_\_\_\_\_

Resident school and district (if not applying for transfer): \_\_\_\_\_

Student's name: \_\_\_\_\_

Grade: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Social Security number: \_\_\_\_\_

Number of years attending Driscoll ISD as a transfer student: \_\_\_\_\_

Resident school and district (if not applying for transfer): \_\_\_\_\_

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Parent's/guardian's name: \_\_\_\_\_

Parent's/guardian's signature: \_\_\_\_\_

Home phone: \_\_\_\_\_

Cell phone: \_\_\_\_\_

### Exhibit C—Student Transfer Agreement

This transfer agreement establishes the terms and conditions for \_\_\_\_\_ (“student”) to attend the Driscoll ISD public schools (“District”) as a transfer student for the \_\_\_\_\_ school year. The student is a resident of the \_\_\_\_\_ School District. The student’s parent or guardian, \_\_\_\_\_ (“parent”), requests that the student be permitted to attend the District during the \_\_\_\_\_ 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, academic achievement, and compliance with the Student Code of Conduct throughout the entire school year. Acceptable levels are defined as:
  - a. Attendance rate of at least 97 percent;
  - b. Successful completion of most recent state-mandated assessment or testing; and
  - c. Compliance with the Student Code of Conduct that results in no offenses requiring removal to a disciplinary alternative education program (DAEP) or expulsion.
4. Parents must comply with and observe all District policies and reasonable District and campus procedures and requirements.
5. The Superintendent may revoke the transfer of, or place on a probationary status, a student who fails to maintain an acceptable level of attendance, academic achievement, or compliance with the Student Code of Conduct during a semester or who fails to pay tuition on time.
6. The Superintendent may revoke the transfer of, or place on a probationary status, a student whose parents do not comply with and observe all District policies and reasonable District and campus procedures and requirements.
7. If the student’s approved transfer status is revoked, revocation ordinarily will be effective at the end of a semester; however, the Superintendent has discretion to revoke the transfer at the end of the grading period in which a standard for continued admission is violated. If approved transfer status is revoked for nonpayment of tuition, revocation will be effective immediately.
8. If the student’s approved transfer status is revoked for any reason, the student will not be eligible for admission in the future under a power of attorney.

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9. Tuition of \$\_\_\_\_\_ per semester must be paid in advance on or before the first instructional day of each semester. If it is necessary for the Superintendent to revoke a transfer for any reason, the District will refund a prorated portion of any tuition paid in advance.
10. The parent or the student will be responsible for transportation to and from the District campus to which the student is assigned.
11. 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 \_\_\_\_\_ school year.

\_\_\_\_\_  
Parent's signature

\_\_\_\_\_  
Superintendent's signature

Address: \_\_\_\_\_

City, state, zip: \_\_\_\_\_

Telephone number: \_\_\_\_\_