

CHILlicothe INDEPENDENT SCHOOL DISTRICT

P.O. Box 418 * 1610 South 6th Street * Chillicothe, Texas 79225 * (940) 852-5391



Dear Parent and/or Guardian,

In order to qualify as a resident of Chillicothe ISD qualification is determined through policy FD legal. Some of the more common criteria are as follows.

- The person and either parent live in the district.
- The person does not live in the district but one parent who is the managing conservator or possessory conservator does live in the district.
- The person and his/her guardian or other person having lawful control under an order of the court reside in the district.
- The grandparent of the person provides a substantial amount of after school care as defined by the Board and lives within the district.

All nonresident students wishing to transfer into the district are required to file an application for transfer each school year with the Superintendent. Transfers are granted for one regular school year at a time. In approving transfers, the availability of space and instructional staff as well as student's disciplinary history and attendance record are all considered.

Please find the attached application for transfer. This should be completed and returned to the address listed below as soon as possible.

Superintendent
Chillicothe ISD
1610 South 6th Street
PO Box 418
Chillicothe, TX 79225

If you feel that this notice has been sent to you in error and that your child qualifies as a resident through one of the criteria in policy FD, you may request a review of your residency documentation. Please submit a letter requesting a review and all supporting documents to the above address within the required timeframe.

Chillicothe ISD
District Name

Application for Transfer
Texas Education Agency
Division of Equal Education Opportunity

099-902
County-District Number

Authority for Data Collection: Texas Education Code 21.061; Civil Action 5281, Section A

Planned Use of Data: To complete the report required by Federal court Order Civil Action 5281.

Instructions: This form must be used for all student transfers, within the State of Texas, including hardship. Column Instructions can be found on the reverse side of this form. The Superintendent of the receiving district must circle approved or disapproved and sign the transfer form. For further information, contact the Division of Equal Education at (512) 463-9671.

PRINT Student Name			Student Social Security #	Grade Level	In District Last Year?	Hispanic / Latino Y or N	Ethnic Code	County-District No. of Residence
LAST	FIRST	MI						
					Yes No			
					Yes No			
					<input type="checkbox"/> Yes <input type="checkbox"/> No			

This section must be completed by Parent or Legal Guardian:

I have been informed of the receiving district's policy concerning tuition charges, if any, for a transferred student whose grade is taught in the student's district of residence; and I accept responsibility for the payment of tuition.

PRINT PARENT/GUARDIAN NAME _____

SIGNATURE OF PARENT/GUARDIAN _____

Student's Physical Address **No P.O. Box** _____

City, State, ZIP _____

This section must be completed by the receiving District:

The above transfer students were approved on this _____ day of _____, _____.	
denied	
Name of Receiving District Superintendent	Superintendent's Signature
Todd Wilson	940-852-5391

TRANSFER AGREEMENT

This Transfer Agreement establishes the terms and conditions for _____ (“student”) to attend the Chillicothe ISD public schools (“District”) as a transfer for the _____ school year, although the student is a resident of another 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 _____ 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 two referrals are made within any grading period 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 parent or the student will be responsible for transportation to and from the District school 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 resides in the District.

The District and the parents 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 _____

Date _____

Phone Number _____

Please list the school's information your child will be **transferring from** in the spaces provided below.

School Name: _____ Phone Number: _____

City, State, & Zip Code: _____

School Name: _____ Phone Number: _____

City, State, & Zip Code: _____

School Name: _____ Phone Number: _____

City, State, & Zip Code: _____

School Name: _____ Phone Number: _____

City, State, & Zip Code: _____