

Aubrey ISD

Non-AISD Resident/Interdistrict Transfer Information

Aubrey ISD Interdistrict Transfer Guidelines

All approved transfer application are granted for one school year at a time. Transfer students must submit a new transfer application annually.

The transfer forms will be made available during the transfer window beginning on April 1 of each school year. First submitted is first considered.

Consideration of Transfer Request (FDA local)

In evaluating each transfer request, Aubrey ISD will consider:

- Individual needs of the student and reason provided on the transfer request;
- Student's behavior, and attendance history;
- Overall effect the transfer will have on the home and receiving school;*
- Current enrollment and growth projections;
- Teacher allocations and class size; and/or
- Other factors relevant to a particular transfer request.

**Aubrey ISD will not increase staff allocations to accommodate transfer requests.*

Consideration of the effect of the transfer may differ at elementary and secondary schools.

Aubrey ISD generally will deny or freeze a request seeking transfer to campuses where the affected grade level enrollments are projected at 90 percent or greater of class size expectations.

Secondary – A variety of factors will be considered to determine whether the transfer would negatively affect the particular campus's ability to maintain reasonable class sizes.

Aubrey ISD will cap interdistrict transfers up to an 8% cap of non-staff transfer students.

Transportation

Aubrey ISD does not provide transportation for transfer students unless otherwise required by law. Parents whose transfer requests are approved will be responsible for providing transportation to and from the campus.

Contact Dr. Shannon Saylor, Assistant of HR and Student Services for questions.

940-668-0060 or ssaylor@aubreyisd.net

NONRESIDENT STUDENT REQUEST TO INTERDISTRICT TRANSFER INTO AUBREY ISD APPLICATION

Student's name: _____

Current address: _____

School district in which student resides: _____

Parent/Guardian name: _____

Parent/Guardian address: _____

Phone: _____ Email: _____

Reason for transfer request: _____

Is either parent/guardian employed by Aubrey ISD? Yes No

Has the student ever been enrolled in Aubrey ISD? Yes No

Student's grade level for year of requested transfer: _____ Campus: _____

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 10% or 17 school days of the days in the school year, please provide an explanation: _____

Student's disciplinary record

Has the student been expelled or removed to any of the following disciplinary settings for one or more days in the most recent school year?

In School Suspension Most recent year? Yes No During the preceding year? Yes No

Out of School Suspension Most recent year? Yes No During the preceding year? Yes No

DAEP Most recent year? Yes No During the preceding year? Yes No

JJAEP Most recent year? Yes No During the preceding year? Yes No

If yes to any question, for what offense(s)? _____

Student's academic record

Has the student received a grade below 70 in any classes in the most recent school year on any grading cycle (6 weeks, 9 weeks, semester, etc..)?

Yes No

If yes, which class(es): _____

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 Aubrey Independent 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 of this information is ever found to be incorrect, this application may be denied or revoked.

Parent's signature: _____

Date: _____

If your child was not enrolled in AISD during the 2018-19 school year, please attach the following documents:

- ✓ Most recent report card or transcript,
- ✓ Most recent attendance report, and
- ✓ Most recent disciplinary history report or a letter from previous school's principal stating no infractions.

Transfer:

- Approved
- Denied

Designee's signature: _____

Date: _____