

NURSERY INDEPENDENT SCHOOL DISTRICT

Nursery, Texas


2024-2025 STUDENT TRANSFER APPLICATION




Nursery ISD

PO Box 69

Nursery, Texas 77976-0069

 361-575-6882

 361-576-9212

Nursery Independent School District
TRANSFER REQUEST PROCESS
2024-2025

1. Parent / Guardian requests transfer application packet.
2. Parent / Guardian completes and returns transfer application packet with all requested documentation by June 13, 2024.
 - Current Report Card
 - Attendance Information
 - Discipline Information (if applicable)
 - State Testing Data (STAAR, ITBS, etc.)
3. Applications are reviewed by the Transfer Committee. Students are accepted based on the transfer policy and procedures.
4. Transfer Agreement signed by Superintendent.
5. Parent / Guardian is notified of acceptance or non-acceptance of the transfer request.
6. The agreements are filed in student folder.

TO SUBMIT THIS FORM VIA EMAIL

This is a fillable PDF form that may be completed digitally and submitted to Nursery ISD via personal email.

To complete this form

- A. Open the 'Application for Transfer' document in Adobe Acrobat Reader, Adobe Acrobat Pro, or other compatible PDF viewing/editing software.
- B. Complete the form making sure to provide a response to each question/request for information including the digital signature lines found on page 6.
- C. Use the 'Save As' function (typically found under the 'File' menu item) to save the completed document to your computer/device to retain for your records, noting the location and file name.
- D. Create a new email using your preferred email application. Enter **transfers@nurseryisd.org** in the 'To:' section and provide the transferring student's name in the 'subject' section.
- E. Attach the completed application file saved in step 'C.' above.
- F. Click the 'Send' button/link in the email to complete the submittal.

Nursery Independent School District
Transfer student procedures
2024- 2025

1. Applications for transfer to Nursery ISD will be accepted for the upcoming school year beginning April 22, 2023. Parent/guardian must bring a birth certificate and social security card for each child for which they are requesting to be allowed to transfer.
2. The Transfer Committee will then review the transfer requests and approve or deny the request based on the following criteria and the local requirements:
 - a. Transfer students already in the system will be accepted first unless they do not continue to meet Nursery ISD criteria, at which point the transfer will be revoked.
 - b. Nonemployee sibling transfer request will be placed above new family request and will be considered and accepted as space allows and on a first-come first-served basis.
 - c. All transfer requests are taken on a first-come first-served basis as space allows.
 - d. Transfers will be accepted based on classroom size, makeup, and complexity or academic need of the grade level (The only exception to this will be employees' children who are considered and accepted regardless of the numbers in that grade level.
3. The Superintendent will report to the School Board on how many transfers are enrolled on a regular basis.
4. Throughout the school year when the maximum number per grade level drops below the established numbers set, or criteria, by policy and procedures, the transfer committee will review the transfer request list and contact the parent / guardian of the next student on the list.
5. The following are the rules for eligibility for acceptance and retention as a transfer student at Nursery ISD:

State requirements:

1. No intentional segregation based on religion, color, race or national origin.

Local requirements:

1. The student is required to pass all subjects every nine weeks and all progress reporting periods.
2. The student will complete all daily work as assigned.
3. Average daily attendance - no more than three absences (if a doctor excuses the student, no more than 10 absences a year). Tardies – no more than 2 per nine weeks. Special circumstances will be considered by the principal.
4. No major discipline referrals, no in-school suspension or persistent misbehavior.
5. Pass all state-mandated test the first time.
6. Positive parental support.

Nursery Independent School District

Application for Transfer 2024 - 2025

P.O. Box 69
Nursery, Texas 77976
Phone (361) 575-6882
Fax (361) 576-9212

To the Parent(s) or Guardian(s): The contents of this application will be kept confidential. Please complete the entire application before it is returned. Write clearly in black or blue ink. **Failure to submit a fully completed application may result in denial of transfer.**

This application for admission to the Nursery School is made on behalf of (Student's Name):

Last Name

First Name

Middle Name

with acceptance of the regulations and procedures of the Nursery School as they are stated at the end of this application.

BASIC INFORMATION

Are you the parent or legal guardian of this child? No Yes

Is there a custody agreement in place for this child and do you have the legal right to make educational decisions for this child?

No Yes if yes, please provide documentation.

Name of Parent(s)/Guardian(s): _____

Physical Address: _____

Mailing Address (if different): _____

City: _____ State: _____ Zip Code: _____ Phone #: _____

Applicant lives with (check one): Both Parents One Parent Parent & Step-Parent Guardian

Father: _____ Employed at: _____ Work Phone: _____ Cell: _____

Mother: _____ Employed at: _____ Work Phone: _____ Cell: _____

Guardian: _____ Employed at: _____ Work Phone: _____ Cell: _____

Parent/Guardian E-Mail Address: _____

Student Information – ALL STUDENT INFORMATION IS REQUIRED:

Ethnicity: Not-Hispanic Hispanic

Race: Asian Black Native American White Other

Date of Birth: _____ Age: _____ Sex: M F Social Security #: _____ - _____ - _____

Place of Birth: _____ County: _____ Country: _____

ACADEMIC/EDUCATIONAL INFORMATION (Complete This Section)

Is the student currently enrolled in school? No Yes Current Grade Level 2023 - 2024 _____

If no, explain: _____

If yes, name of present school and location: _____

School district of residence: _____

School student is zoned to attend: _____

Has the student repeated a grade(s)? No Yes If yes, which grade(s)? _____

Has the student failed a class(es)? No Yes If yes, which class(es)? _____

Please check all that apply.

At Risk Title I ESL/Bilingual LEP Gifted & Talented 504 Migrant

Dyslexia Speech Therapy Special Education: Instructional Setting: _____

Lunch: Free Reduced

RECORD OF PREVIOUS SCHOOLING (Complete This section)

Name of School & Location (City & State)	Year Attended
Kinder _____	

1 st Grade _____	
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2 nd Grade _____	
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3 rd Grade _____	
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4 th Grade _____	
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5 th Grade _____	
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DISCIPLINE/ATTENDANCE INFORMATION (Complete This Section)

Has the student ever been or is currently suspended/expelled/asked to leave a school? No Yes

If Yes, explain: _____

Has the student been engaged in delinquent conduct or conduct in need of supervision and is on probation or other conditional release for that conduct? No Yes If yes, (number of times) explain: _____

Have you experienced any of the following: Excessive absences Excessive tardiness Fights

Number of absences (current year) _____	Number of tardies (current year) _____
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Number of unexcused absences (current year) _____	Number of absences (last year) _____
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Number of tardies (last year) _____	Number of unexcused absences (last year) _____
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I certify that the information on this application is complete and correct. I understand that the submission of false information is grounds for denial of my application, withdrawal of any offer of acceptance, cancellation of enrollment, or appropriate disciplinary action. I understand that the Nursery Independent School District expects a high standard of conduct from its students, and if accepted for admission, I will abide by all rules and regulations of the Nursery Independent School District as set forth in the Student Handbook and Code of Conduct. I authorize the Nursery Independent School District to verify the information I have provided. I agree to notify the proper officials of the Nursery Independent School District of any changes in the information provided.

Student's Signature: _____

Date: _____

Parent's Signature: _____

Date: _____

EXCEPTIONS: Please indicate the exception statement that qualifies your student for transfer. Please provide additional information or documentation as needed.

- _____ 1. A non-resident District employee may request that his or her child be permitted into District schools by filing an application with the Superintendent or designee at any time. Transfer applications filed under this exception are not subject to the application deadline(s), and will not be denied based on the student's desire to effectuate the transfer after the first day of instruction or the school year.
- _____ 2. A non-resident student who has attended school in the District for the two school years prior to application of transfer, and who will be classified as a fifth-grade student during the school year for which transfer is requested, may be accepted for transfer to the District.
- _____ 3. A non-resident sibling of a previously accepted transfer student who continues to be enrolled in the District may be accepted for transfer to the District.
- _____ 4. A non-resident student who will become a District resident by the end of the first nine week period of the school year for which enrollment is sought may be accepted for transfer provided that sufficient proof of future residency is submitted to the District at the time the transfer request is filed (See PROOF OF FUTURE RESIDENCY in policy.)
- _____ 5. The transfer application of a non-resident student who will be classified as a Kindergarten through fifth grade student during the school year for which transfer is requested may be considered for transfer to the District only after all other transfer requests have been considered.

FOR OFFICIAL USE ONLY

TRANSFER: Approved _____ Disapproved _____

Superintendent

Date: _____