

ADMISSIONS
INTERDISTRICT TRANSFERS

FDA
(LOCAL)

AUTHORITY

The Superintendent is authorized to accept or reject any transfer requests, provided that such action is without regard to race, religion, color, gender, disability, national origin, or ancestral language. Transfers shall only be accepted for kindergarten through grade 12.

TRANSFER
REQUESTS

A nonresident student whose parent is on active military duty may request a transfer into the District by filing an application for transfer each school year with the Superintendent or designee. Except as otherwise provided in this policy, the District shall consider a transfer application only from a student whose parent is serving on active military duty. National Guard and Reserve military members shall be considered to be serving on active military duty only if called to active military duty by order of the President of the United States.

A student whose parent has been on active military duty but retires from military duty or who moves out of the District shall be eligible to apply for a transfer in accordance with the following provisions:

1. A student enrolled in kindergarten–grade 5 shall be permitted to apply for a transfer to continue in attendance only for the remainder of the current school year; the student shall be permitted to complete the school year in the District only if the student meets the transfer criteria.
2. A student enrolled in grades 11–12 shall be permitted to apply for a transfer to continue in attendance until graduation so long as the student remains continuously enrolled in the District; the student shall be granted a transfer only if the student meets the transfer criteria and the student's classes remain within the District's class size restrictions.

When a student has been enrolled only during the time in billeting and then moves off the base, the District shall initiate withdrawal of the student.

'GRANDFATHER'
PROVISIONS

Any student who was enrolled in the District on April 1, 2006, shall be eligible to apply for a transfer into the District so long as the student remains continuously enrolled in the District.

Any student who was enrolled in grades 6–10 in the District on June 4, 2010, shall be eligible to apply for a transfer into the District so long as the student remains continuously enrolled in the District.

TRANSFER
REQUEST
PRIORITIES AND
CRITERIA

Requests for transfers shall be considered in the following order of priority, in accordance with administrative regulations, including state and/or District class size restrictions:

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1. A resident student whose parent is on active military duty and moves out of the District.
2. A student whose parent is on active military duty, is assigned to Randolph Air Force Base, and has certification that base housing is expected to be available during the school year for which the transfer is requested.
3. A student whose parent is on active military duty and is assigned to Randolph Air Force Base.
4. A student whose parent is on active military duty and is assigned to an installation other than Randolph Air Force Base.
5. A student whose parent has been called to active military duty with the National Guard or Reserves by order of the President of the United States.

No application shall be approved if the transfer would require the District to employ additional staff.

REVOCAION OF
TRANSFER

A transfer student shall be notified in the written transfer agreement that he or she must follow all rules and regulations of the District, including those for student conduct and attendance, and that violation of the District's rules and regulations may result in revocation of the transfer agreement. The effective date of the revocation will be set in accordance with the written transfer agreement.

Written notification of any transfer revocation shall be sent to the school district of residence.

TUITION

If the District charges tuition, the amount shall be set by the Board, within statutory limits.

WAIVERS

The Board may waive tuition for a student based on financial hardship upon written application by the student, parent, or guardian. [See FP]

NONPAYMENT

The District may initiate withdrawal of students whose tuition payments are delinquent.

TRANSPORTATION

The District shall not provide transportation to or from its campuses for any transfer student.

APPEALS

Any appeal of a revocation of a transfer agreement shall be made in accordance with FNG(LOCAL) starting at Level Three. In the appeal, the Board shall consider only those issues and documents presented to the Superintendent or designee and identified in the appeals notice.

Any other appeal shall be submitted in writing to the Superintendent's office. The presentation of the appeal before the Board shall

be scheduled to take place within 15 District business days of the date the appeal was received in the Superintendent's office, unless otherwise agreed upon, in writing, by the Superintendent and the student or parent/guardian.

The written appeal shall set out all the issues to be considered, and the student or parent/guardian shall attach copies of all documents he or she wants to be considered in support of the appeal.

During the presentation of the appeal before the Board, the Board shall consider only those issues and documents presented previously to the Superintendent or designee and identified in the appeals process.