

APPLICATION FOR OUT-OF-DISTRICT STUDENT TRANSFER

STUDENT TRANSFER DEPARTMENT HOUSTON INDEPENDENT SCHOOL DISTRICT

ID Number: _____

4400 W. 18th St.

Houston, Texas 77092-8501

Phone (713) 556-6734 Fax (713) 556-6784

NEW

RENEWAL

DATE: _____

STUDENT INFORMATION

Student Name (Last, First, Middle Initial)				Social Security Number			Date of Birth
Student	Street number	Street Name	Apt#	City	State	Zip Code	Home Phone
Address							
Student Lives with:		Mother	Father	Both	Other (Name/Relationship)		
Father / Guardian Name (Last, First)			Work Phone	Cell Phone	Email Address		
Mother / Guardian Name (Last, First)			Work Phone	Cell Phone	Email Address		

TRANSFER REQUEST

Transfer Request for current year?	or next school year	Grade for school year of application: _____	
School district in which student resides		School student would attend in that district () () ()	
School last attended	District	School Year	
Did student use a transfer last semester?	Yes	No	If yes, to which school?
To which school is the transfer requested?			

THIS SECTION MUST BE COMPLETED BY PARENT OR GUARDIAN

_____ Signature of Parent/Legal Guardian		_____ Date	
Is Parent / Guardian an HISD employee?	Yes	No	For Employees wishing to apply for a tuition-free-transfer, the parent must present <ul style="list-style-type: none">• Certified copy of the student's birth certificate• Social Security Number• Latest pay statement indicating the employee contributes to TRS.
If yes, give location:	_____		
HISD Employee ID:	_____		

SCHOOL USE ONLY

Signature below verifies that, according to HISD Board Policy FDA(Local), no qualified HISD resident student's transfer has been denied during the current school year.

Magnet Program	Receiving Principal's Recommendation	
Yes	Granted	Denied
No		
_____ Manager of Magnet Programs (If applicable)	_____ Signature of Receiving Principal	

TRANSFER DEPARTMENT USE ONLY—DO NOT WRITE BELOW THIS LINE

Signature of Student Transfer Department _____ Date _____

Signature of Chief Academic Officer _____ Date _____