

CAYUGA INDEPENDENT SCHOOL DISTRICT
NONRESIDENT STUDENT REQUEST TO TRANSFER INTO THE DISTRICT

TRANSFER APPLICATION -- 2024-2025 SCHOOL YEAR

1. Student's name: _____
Date of birth: _____
Grade: _____ Age: _____
2. Physical address: _____

3. School district in which student resides: _____
4. Previous campus and school district attended: _____
5. Parent's name: _____
6. Mailing address: _____

Home phone: _____ Work phone: _____
7. Reason for transfer request: _____

8. Has the student ever been enrolled in Cayuga ISD? Yes _____ No _____
9. Student's grade level for year of requested transfer: _____
10. Student's attendance record:
 - a. How many days was the student absent in the school year prior to the year for which a transfer is requested? _____
 - b. If this request is for a transfer during a school year, how many days has the student been absent in the current school year? _____
 - c. If the student has been absent more than ten percent of the days in the school year, please provide an explanation. _____

ADMISSIONS
INTERDISTRICT TRANSFERS

FDA
(EXHIBIT)

11. Has the student been expelled or removed to a disciplinary alternative education program (DAEP) for one or more days in the most recent school year? Yes ____ No ____
During the preceding year? Yes ____ No ____
If yes to either question, for what offense(s)? _____

12. Prior to consideration of this transfer request, Cayuga ISD must be provided copies of the applicant's school records, including past and current grades, attendance, and disciplinary history. Copies of the student's most recent state assessment scores and report card must also be included with this application.

13. Until administrative approval is provided each year, all new and renewal transfer applications are considered pending due to factors such as space availability; student compliance with academic, attendance, and disciplinary expectations; and final approval by the Texas Education Agency.

As parent for the child named in this application, I acknowledge that I have received a copy of Cayuga ISD's Transfer Agreement that must be executed before the child is enrolled in the District. The information provided in this form, along with the student's academic, attendance and disciplinary records, are true and factual to the best of my knowledge, and I understand that if any of this information is ever found to be incorrect or incomplete, my child's transfer request may be denied or revoked.

Parent's signature _____

Date _____

Transfer Approved

Transfer Disapproved

Superintendent's signature _____

Date _____

CAYUGA INDEPENDENT SCHOOL DISTRICT

TRANSFER AGREEMENT -- 2024-2025 SCHOOL YEAR

This transfer agreement establishes the terms and conditions for _____ (student's name) to attend the Cayuga ISD public schools as a transfer student for the **2024-2025** school year, although the student is a resident of the _____ ISD. The student's parent(s), _____, requests that the student be permitted to attend District schools in the **2024-2025** 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, academic achievement, 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. Promotion to the current grade level. High school students must have earned sufficient credits during the prior school year to advance to the next grade classification. The District's administration will consider state assessment results of transfer student applicants. Transfer students, including nonschooled or home-schooled students, must demonstrate an acceptable level of mastery and/or progress on all sections of the most recent state-mandated assessments. Their academic achievement must also result in passing grades in all courses by the end of each semester.
 - c. 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 three incidences of misconduct that result in in-school suspension (ISS) placements and/or corporal punishment.
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, academic achievement, 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

ADMISSIONS
INTERDISTRICT TRANSFERS

FDA
(EXHIBIT)

immediately if the student's attendance, academic achievement, or compliance with the Student Code of Conduct falls below the District's acceptable levels. If this agreement is revoked for nonpayment of tuition, revocation will be effective immediately.

6. Transfer students will be charged tuition in the amount of **\$600** per year. Families will pay a maximum amount of **\$750** per year regardless of how many children they transfer into the District. Tuition will be billed in two equal amounts of **\$300** for one child or **\$375** for two or more children, due on the first instructional date of each semester. If a tuition payment is not received by the due date, the District may revoke the transfer agreement. Tuition will be prorated for students enrolling after the beginning of a semester.
7. Transfer applications for the current school year will not be accepted beyond the end of the fourth six-week grading period.
8. The parent or the student will be responsible for transportation to and from the District school to which the student is assigned.
9. The student and parent acknowledge that eligibility of transfer students for participation in any University Interscholastic League (UIL) activity or other activities governed by UIL rules and regulations will be determined in accordance with UIL rules and regulations.
10. 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 resided in the District.

The District and the parent agree that this transfer agreement is the entire agreement controlling the admission and enrollment of the student in the District for the **2024-2025** school year.

Parent's signature _____

Date _____

Superintendent's signature _____

Date _____