

# Groom Independent School District

Box 598

Superintendent - Jay Lamb

Groom, TX 79039

Principal - Stephen Vanderpool

-----**TRANSFER APPLICATION**-----

All transfer applications are subject to approval by the Superintendent of Schools and the Groom Board of Trustees on an individual basis. Criteria considered in the transfer approval process include: 1) student history with the district (academic, attendance, and disciplinary), 2) student history with former district(s) (academic, attendance, and disciplinary), 3) staffing and budgeting needs of the district required to meet the academic needs of the student, 4) educational placement in the best interest of the student and the district; and 5) availability of space within the district. Groom ISD does not charge tuition for transferring students. Transfer applications are subject to Board Policy FDA(Legal) and FDA(Local).

Transfers may be denied or revoked by the district for the following reasons: 1) Violation(s) of the Student Code of Conduct, 2) Inadequate school attendance (as defined by the Superintendent or designee), 3) Persistently poor academic performance accompanied by the refusal to attend required tutorial sessions or summer school, 4) lack of space in district programs, and/or 5) inadequate staffing or funding to meet the academic needs of the student resulting in an educational placement that is not in the best educational interest of the student or the district.

**Transfer applications for students new to the district must be received prior to enrollment in the district.**

The application should be accompanied by the following documentation:

- a) Immunization Record with all required immunizations given,
- b) Educational records (academic, attendance, and disciplinary records) from former districts of attendance,
- c) Medical and/or Educational records detailing any special academic, social, or medical needs of the student,
- d) All required district registration forms completed and on-file with the district.

**Groom ISD does not routinely provide transportation services to transfer students unless established bus routes are already operating in the area near the student residence.**

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Term: \_\_\_\_\_

Status: \_\_\_ Accepted

Years with District: \_\_\_\_\_

\_\_\_ Accepted Provisional 30 Day

Application Date: \_\_\_\_\_

\_\_\_ Denied Detail Below

Reply Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Resident District: \_\_\_\_\_ Last Attended/Date: \_\_\_\_\_

Parent Name: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

*Groom ISD does not discriminate as to the disposition of Transfer Applications on the basis of race, religion, sex, disability, national origin, or ancestral language.*

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## Reason for Transfer:

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## References:

Name	Address	Contact Number

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**Documentation with Transfer Request: (school use only)**

- \_\_\_ 1) Student Academic History \_\_\_\_\_
- \_\_\_ 2) Student Attendance History \_\_\_\_\_
- \_\_\_ 3) Student Disciplinary History \_\_\_\_\_
- \_\_\_ 4) Student Immunization Record \_\_\_\_\_
- \_\_\_ 5) Student Medical History \_\_\_\_\_
- \_\_\_ 6) Student Special Needs \_\_\_\_\_

## Appropriate Educational Placement of Student (school use only)

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