



## Kerrville ISD Student Transfer Information

The parent/guardian of a nonresident student may request in writing to transfer into a Kerrville ISD campus by completing an inter-district transfer application. An inter-district transfer application can be found on the Kerrville ISD Web Site, [www.kerrvilleisd.net](http://www.kerrvilleisd.net), under the “Parent” option, KISD campuses, or at the Superintendent’s Office located in the Kerrville ISD Administration Building.

Transfers are granted on a yearly basis. A new renewal transfer form must be completed each year and submitted to the Superintendent’s Office.

### **Transfer Process for New Transfers**

To be considered for transfer status, the parents/guardians must complete a transfer form. When the parents/guardians signs the transfer form it will give KISD administrators and support staff consent to contact the current and previous schools and districts to obtain information to assist in determining the child’s academic, disciplinary, and attendance qualifications for transfer.

Once the form is completed the parents/guardians will schedule a meeting with a campus administrator. Copies of the following records, if applicable, must be brought to the meeting:

- Attendance records from the previous three academic years;
- Any discipline referrals;
- Academic transcripts and records from the first year of school through the current year;
- Individual student state standardized test (STAAR/EOC) results; and
- Individual student state and/or national progress or norm test results (PSAT, SAT/ACT, ITBS, TPRI, etc.)

If the transfer is approved the campus administrator will sign the form. Then the parents/guardians will bring the transfer form and tuition fee to the Superintendent’s Office to finish the process.

If there are two or more children in a family attending different campuses this process has to be completed at each campus.

### **Transfer Process for Returning Transfers**

To be considered for transfer status, the parents/guardians must complete a transfer form. Then contact the campus that your student(s) will be attending to determine if a meeting needs to be scheduled with an administrator. If a meeting is held and the transfer is approved the campus administrator will sign the form. Then the parents/guardians will bring the transfer form and tuition fee to the Superintendent’s Office to finish the process.

If there are two or more children in a family attending different campuses this process has to be completed at each campus.

### **Tuition**

The Kerrville ISD Board of Trustees shall determine yearly the amount of tuition to be charged. Tuition for the 2019-2020 school year is \$400 per year for a family.

Tuition will be reduced fifty percent for persons who pay taxes on real property located within the District. A copy of the tax receipt needs to be provided.

Tuition is due before a student can register for school and is paid in the Superintendent's Office, 2<sup>nd</sup> Floor, Administration Building, 1009 Barnett Street, Kerrville, TX 78028.

### **Elementary Students**

New nonresident elementary students may attend the elementary campus of their choice, but only if space is available. Once a student is enrolled they may not switch to a different elementary campus after enrollment or for subsequent school years. (FDA-R).

### **Transportation/UIIL**

Kerrville ISD does not provide transportation for approved inter-district transfers. This includes, but is not limited to, travel to and from home to campus, school to school, school to business and school to any after school programs. Transportation will be the responsibility of the parent/guardian.

Transportation for UIL activities will be allowed for inter-district transfers. Participation in UIL activities shall be in accordance with all applicable UIL regulations and Kerrville ISD Policy FMF (Local). Parents/guardians should contact Tivy High School to verify if a student will be eligible for UIL participation.

### **Change of Residence**

The parent/guardian of a nonresident student will need to notify the campus their student is attending and the Superintendent's Office of an address change.

A resident student who becomes a nonresident during the course of a semester shall be permitted to continue in attendance for the remainder of the semester [Policy FDA (Local)]. Transportation will be the responsibility of the parent/guardian. The parent/guardian will need to notify the campus their student is attending and the Superintendent's Office of the address change.

### **Revocation of Transfer**

A transfer student must follow all rules and regulations of the District, including those for student disciplinary and attendance. Violation of the District's rules and regulations may result in revocation of the transfer agreement. [Policy FDA (Local)]

### **Nonpayment**

The District may initiate withdrawal of students whose tuition payments are delinquent. [Policy FDA (Local)]

### **Appeals Process**

Any appeals shall be made in accordance with FNG (Local) and GF (Local), as appropriate. [Policy FDA (Local)]

For more information concerning the transfer process contact:  
Superintendent's Office  
1009 Barnett Street, Kerrville, TX 78028  
830-257-2200 ext 1011