



La Joya ISD Answers to School Transfer Questions La Joya Independent School District Administrative Intra-district Transfer Policy

Following are some frequently asked questions about student transfers

La Joya Independent School District Administrative Intra-district Transfer Policy

1. All students shall attend the school in the attendance zone their parents or legal guardians reside unless they receive approval for a transfer. FDB (Local)
2. All requests for transfers shall be turned in to the Executive Director for Student Services during the months of April, May or June.
3. All requests for transfers shall be submitted on the prescribed form and shall be signed by the student's parent or guardian.
4. Once a transfer has been submitted and approved, it shall be binding for the entire school year unless revoked by the principal because of unsatisfactory conduct, unacceptable attendance/tardies or a student left at school after pick-up time. Transfer approval shall be good for only one year.
5. Any student who requests and accepts a transfer to a school other than the one in his/her home attendance zone will be required to arrange for his/her own transportation to and from school. No bus service will be available for these students.
6. Students transferring from one high school attendance zone to another should be aware that the transfer may and/or will affect eligibility for participation in some or all UIL activities. Eligibility requirements should be understood carefully before applying for a transfer.
7. This transfer request is made with the understanding that space is available at the receiving school. This transfer may be revoked during the school year if the school becomes overcrowded with students zoned to that particular campus. Transfers may also be revoked for unacceptable attendance, tardies or any violation of the Student Code of Conduct. The Superintendent or designee shall, at their sole discretion, determine whether such condition(s) are met and/or maintained.

Q: What is the process of transferring a student to another school?

A: Because of student growth, it is important that students go to the school they are zoned to or assigned to attend. In the event that a parent wants a different school, then the transfer process may be considered.

Q: What does a parent need to do to request for a transfer?

A: Parents need to come by the Office of Student Services to complete a transfer form. For this year, the deadline to turn in this form is June 30, 2011.

Q: If students filled out a form last year, do they need to fill out a new form for this year?

A: Yes, if they filled out a transfer form last year, then it is required that they renew their request for transfer every year.

Q: Do all transfer requests get approved?

A: No, transfer requests are individually reviewed according to policy and approvals are done on a case-by-case basis. Parents are reminded that the main objective is that students attend the school within their zone.

Q: Will transportation be provided to students who transfer from one school to another?

A: No, it is important that parents understand that the district provides transportation services for all students to attend the school to which they are zoned. However, for transfer students, it is the parent's responsibility to provide their own transportation.

Q: Does transferring to another school affect students who participate in UIL activities?

A: Yes, in some instances, high school students may not be eligible to participate in UIL activities for one year. Only seniors and children of district employees who have an approved transfer will not have their UIL eligibility affected.

Q: Can the district revoke an approved transfer?

A: Yes, the district reserves the right to revoke the transfer of a student for any violation of the Student Code of Conduct and persistent misbehavior. Also, space availability, unacceptable attendance/tardies or a student left at school after pick-up time may be

For more information, please call the La Joya ISD Office of Student Services at (956) 580-5041 or log onto the La Joya ISD website, www.lajoyaisd.com

