

Comal Independent School District
2013-14 Out-of District Student Transfer Application for
Non-Resident Students of Comal ISD

Deadline to Apply: March 1, 2013

Authority for Data Collection: Texas Education Code 21.061; Civil Action 5281, Section A. **Planned Use of Data:** To complete the report required by Federal Court Order Civil Action 5281.
Instructions: This form must be used for all student transfers, **within the State of Texas**. The Superintendent of the receiving district must circle approved or disapproved and sign the transfer form. For further information, contact the Division of Equal Education Opportunity at 512-463-9519.

Student's Name	Student's ID # or SSN	Was student in CISD in 2012-13? Y or N	Ethnic Code	Residence		Exemption/ Hardship Code (page 2)	Student's Grade Level 2013-14	Receiving Campus # (page 2)
				District # (page 2)	Campus Name			

Parent's name and campus/department of employment:

This section must be completed by parent or guardian:

I have been informed of the receiving district's policy concerning tuition charges for a transferred student whose grade is taught in the student's district of residence; and I accept responsibility for the payment of \$5,836 tuition if applicable. **(Note: There is no tuition for children of employees.)**

Signed _____

Street Address: _____

City, State, Zip: _____

Note: Request is valid for 2013-14 school year only. Bus transportation is not provided. Requests may be denied or revoked for attendance or disciplinary reasons at any time throughout the year.

Deadline for submission: March 1, 2013. Return to Jeanie Mendez, 1404 IH 35 North, New Braunfels, TX 78130 * FAX 830-221-2003 * Email: jeanie.mendez@comalisd.org

This section must be completed by the receiving district superintendent:

The above transfer was approved / disapproved on _____

Andrew B. Kim
Superintendent

Signature of Designee

Please use the following codes to complete Page 1 of the out-of-district student transfer application:

Ethnic Code

American Native	1
Asian	2
African American	3
Hispanic	4
White	5

Residence District No.

Alamo Heights ISD	015-901
North East ISD	015-910
Northside ISD	015-915
Judson ISD	015-916
Blanco ISD	016-902
New Braunfels ISD	046-901
Comal ISD	046-902
Seguin ISD	094-901
Schertz-Cibolo-Universal City ISD	094-902
Navarro ISD	094-903
Marion ISD	094-904
San Marcos Consolidated ISD	105-902
Wimberley ISD	105-905
Hays Consolidated ISD	105-906
Boerne ISD	130-901

Exemption/Hardship Code

Employee	E
Graduating Senior	B
**Other	J

Receiving Campus No.

Canyon High	001
Smithson Valley High	002
Canyon Lake High	003
Alamo Colleges - Memorial ECHS	201
Smithson Valley Middle	041
Canyon Middle	042
Spring Branch Middle	044
Church Hill Middle	045
Mountain Valley Middle	046
Rahe Bulverde	101
Garden Ridge Elementary	102
Goodwin Frazier Elementary	104
Bill Brown Elementary	107
Arlon Seay Elementary	110
Specht Elementary	111
Hoffmann Lane Elementary School	112
Rebecca Creek Elementary School	113
Timberwood Park	114
Freiheit Elementary	115
Startzville Elementary	105
Morningside Elementary	117
Johnson Ranch Elementary	121
Oak Creek Elementary	123
Clear Spring Elementary	119
Kinder Ranch Elementary	122
Indian Springs Elementary	125
Mountain Valley Elementary	120

****Other - please explain:** _____

Children of full-time employees may attend the school or feeder pattern where the parent works, but may not displace a resident student. If the campus where the employee works does not serve the grade level of the student, the student shall attend only the school geographically closest to the parent's place of employment within the same feeder pattern.

Transfers are processed in the spring of each year for the upcoming school year. Please do not request an exception.