



## Gladewater ISD Transfer Procedures

Complete the Nonresident Transfer Request Form

Complete the Gladewater ISD Transfer Agreement

Read the FDA (Local) Policy

Read the FDA (Legal) Policy

- > Submit the completed Transfer Request form to the campus principal for the grade your child will be attending in **2023-2024**
- > The campus principal will approve/disapprove and forward to the Superintendent for approval/disapproval
- > You will receive a letter of acceptance or denial

Please note:

Gladewater ISD does not require a transfer fee.

Your student will need to meet all criteria listed in TASB Policy – FDA (Local) which is included

Transfers are approved for one (1) school year only. All students must re-apply each year. The approval of a transfer **does not guarantee** transfer approval for the following school year.

### Gladewater ISD Campuses

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Gladewater Primary  
100 W. Gay Ave.

Pre-Kindergarten, Kindergarten, First Grade

Weldon Elementary  
314 E. Saunders

2<sup>nd</sup> – 5<sup>th</sup> Grade

Gladewater Middle School  
414 S. Loop 485

6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> Grade

Gladewater High School  
2201 W. Gay Ave.

9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> Grade

GLADEWATER ISD

2023-2024

NONRESIDENT TRANSFER REQUEST FORM

1. Student's name: \_\_\_\_\_

2. Student's social security number: \_\_\_\_\_

3. Student's date of birth \_\_\_\_\_

4. Student's Ethnicity: \_\_\_\_\_

5. Current address: \_\_\_\_\_

\_\_\_\_\_

6. School district in which student resides: \_\_\_\_\_

7. Parent's name: \_\_\_\_\_

8. Parent's address: \_\_\_\_\_

\_\_\_\_\_

Home/Cell phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

9. Reason for transfer request: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

10. Is either parent employed by the Gladewater ISD:  Yes  No

11. Has the student ever been enrolled in Gladewater ISD?  Yes  No

12. Student's grade level for **2023-2024**: \_\_\_\_\_

13. Does student have a sibling(s) requesting a transfer to our district?  Yes  No

14. Grade level of transferring sibling, if applicable \_\_\_\_\_

15. 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 missed in the current school year? \_\_\_\_\_

c. If the student missed more than ten percent of the days in the school year, please provide an explanation: \_\_\_\_\_

\_\_\_\_\_

16. Has the student been expelled or removed to a 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)? \_\_\_\_\_

As a parent or person standing in the position of legal responsibility for the child named in this request, I acknowledge that I have received a copy of Gladewater ISD's policies FDA(LEGAL) and FDA(LOCAL) and the Transfer Agreement that must be executed before the child is enrolled in the District. The information provided in this form is true and factual to the best of my knowledge, and I understand that if any of this information is ever found to be incorrect, this application may be denied or revoked.

Parent Signature \_\_\_\_\_

Date \_\_\_\_\_

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**This section must be completed by the receiving District Principal:**

The above transfer was approved \_\_\_\_ disapproved \_\_\_\_ on this the \_\_\_\_ day of \_\_\_\_\_, 202\_\_.

List reason for disapproval \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Principal's Signature

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**This section must be completed by the receiving District Superintendent:**

The above transfer was approved \_\_\_\_ disapproved \_\_\_\_ on this the \_\_\_\_ day of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
Dr. Sedric Clark  
Superintendent

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**GLADEWATER ISD**  
**TRANSFER AGREEMENT**

This Transfer Agreement establishes the terms and conditions for \_\_\_\_\_ (“student”) to attend the Gladewater ISD public schools (“District”) as a transfer student for the **2023-2024** school year, although the student is not a resident of the Gladewater ISD. The student’s parent or other person having lawful control of the student, \_\_\_\_\_ (“parent”), requests that the student be permitted to attend District schools in the **2023-2024** 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 parent or the student will be responsible for transportation to and from the District school to which the student is assigned.
- 4. The student and parent acknowledge that eligibility of transfer students for participation in any UIL activity or other activities governed by UIL rules and regulations will be determined in accordance with UIL rules and regulations.
- 5. 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.
- 6. A transfer student shall be notified in the written transfer agreement that he or she must follow all rules and regulations of the District. Violation of the terms of the agreement may result in a transfer request not being approved the following year.

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 **2023-2024** school year.

Parent’s signature \_\_\_\_\_

Date \_\_\_\_\_

Superintendent’s signature \_\_\_\_\_

Date \_\_\_\_\_