

Limited Open Enrollment Program

Nonresident students wishing to enroll in West Hardin County CISD should apply through the Limited Open Enrollment Program. The program requires the payment of tuition. To apply for enrollment in this program, please do the following:

1. Read district policy FDA (Local), which is the policy for this program. Also, review the tuition rates.
2. Complete all parts of the Transfer Application/Agreement
3. If the student has been in multiple school districts in the current and prior school year, print multiple copies of the page titled "West Hardin CCISD Transfer Verification from Current District." Follow the directions on that page.
4. Once you collect all the required information and your application is complete, you can submit it in person or by mail to Patti Graham 39227 Highway 105 Saratoga, Texas 77585.
5. **Only completed applications will be considered.** You will be contacted if additional information is needed or when a decision has been made.
6. If the student is accepted for enrollment, tuition must be paid either in full before the student can enroll or in accordance with the District's payment plan. If you feel you qualify for one of the three tuition waivers listed in the policy, complete the Tuition Waiver Application. Once completed, this application can also be submitted to Patti Graham at the Administration Building.

West Hardin County CISD Transfer Application for Nonresident Students

The completion of this application is a request for transfer only. West Hardin CCISD will determine whether the transfer is granted; the request is not granted until the Superintendent's signature appears on the Non-Resident Student Transfer Agreement.

NOTICE: A person making a false statement in this document or any other document for the purpose of school enrollment commits a criminal offense under §37.10 of the Texas Penal Code and is subject to imprisonment or fine. Further, a person enrolling a child under false documents violates §25.001 of the Texas Education Code and is subject to liability for tuition or costs under Texas Law.

Student's Name _____ Today's Date _____
Last First Middle

Student DOB _____ School Year _____ Grade Level _____
mm/dd/yyyy (School year & grade level for which application is being made)

Student Social Security Number: _____ West Hardin CCISD Campus: _____

Parent/Guardian Names (Father) _____ (Mother) _____

Address where Father resides _____
Street City State Zip

Address where Mother resides _____
Street City State Zip

Address where Student resides _____
Street City State Zip

Email Address _____

Telephone number(s)/contact information where Parent/Guardian can be reached if there are questions concerning this agreement

PRIOR SCHOOL DISTRICT INFORMATION: Enter the county-district number and campus name and number where the student currently resides and should attend. For your convenience, listed below are county-district numbers for some local school districts. If your district is not listed, you will need to contact that district for their county-district number.

County-District#	District	County-District#	District
123-910	Beaumont ISD	100-905	Hardin-Jefferson ISD
146-903	Devers ISD	100-903	Kountze ISD
123-914	Hamshire-Fannett ISD	100-908	West Hardin CCISD

Student's Name	Current School District Where the Student Resides (School student should attend)			School District Student Most Recently Attended		
	County-District Number	Campus Number	Last Grade Attended	County-District Number	Campus Number	Last Grade Attended

GENERAL INFORMATION: Please circle the appropriate response on each item below.

Is Student a child of a full-time employee or WHCCISD retiree with Ten school years of services to the District? YES NO

Was Student enrolled in WHCCISD in the preceding year as a Transfer student or a resident student? YES NO

Is Student a sibling of a previously approved transfer student? If yes, what is sibling's name _____ campus _____ YES NO

ATTENDANCE INFORMATION: Has the student experienced any of the following:

More than 5 absences in the current or preceding school year. YES NO

More than 5 tardies in the current or preceding school year YES NO

Number of absences for the current school year _____

Number of absences for the preceding school year _____

If the student missed more than 10% of the days in the current or prior school year, please provide an explanation _____

DISCIPLINE INFORMATION:

Has the student ever been suspended out of school, placed in DAEP, Expelled, or placed in JJAEP? If yes, explain: _____ YES NO

Is the student currently on probation or other conditional release for a conviction of a criminal offense? If yes, explain: _____ YES NO

Is the student on probation or other conditional release for delinquent conduct or conduct in need of supervision? If yes, explain _____ YES NO

TUITION: I understand that, if approved, I am responsible for paying tuition in full in the amount listed on the attached Tuition Schedule to be enrolled. I further understand that tuition is non-refundable no matter whether leaving the District is at Student's or my choice or whether Student's transfer is revoked. I have read the waivers section of policy FDA(Local) which outlines circumstances where part or all tuition may be waived and understand that to claim a waiver, I must submit a separate Waiver Application at the same time as this Transfer Application. Waiver requests will not be considered once tuition has been paid.

Do you intend to submit a Waiver Application? YES NO

Parent/Guardian must initial *each* of the following:

- _____ I have received and read WHCCISD policy FDA(Local) entitled Admission, Inter-district Transfers. I have been given opportunity to ask questions of any parts of the policy that I may not have initially understood.
- _____ I understand that attendance at West Hardin CCISD as a transfer student is a privilege, and as such, my Student and I agree to abide by all aspects of the FDA(Local) policy and the Non-Resident Student Transfer Agreement.
- _____ I understand that in determining whether a Student will be permitted to enroll in the District, the Superintendent will consider the Student's disciplinary record, attendance record, academic record, assessment record, and class size and space availability as outlined in policy FDA(Local).
- _____ I understand that, if approved, the transfer is for a period of one school year only and subject to revocation during the school year as outlined in the Non-Resident Student Transfer Agreement. I understand that my Student must reapply for subsequent years.
- _____ I understand that being approved for transfer in one school year creates no right or expectation that Student will be admitted as a transfer student in subsequent years. I further understand that admission of one student in a family creates no right or expectation that another student from the same family will be admitted as a transfer.

Signature of Parent/Guardian

Date

For District Use Only

- | | | |
|--|--------|--------------------|
| Space available at the required grade level? | YES NO | (reviewed by_____) |
| Disciplinary record acceptable? | YES NO | (reviewed by_____) |
| Attendance record acceptable? | YES NO | (reviewed by_____) |
| Academic record acceptable? | YES NO | (reviewed by_____) |
| Assessment record acceptable? | YES NO | (reviewed by_____) |

Student is _____not approved for admission as a transfer student
_____approved for admission at _____(campus) on date when tuition is paid

Superintendent's Signature

Date

Tuition Payment. Total amount due \$_____

**West Hardin CCISD
Transfer Application
Verification from Current District**

Directions to Parent/Guardian: Complete the student's name, district, and campus information below and take this form to the campus where your child is currently enrolled and ask them to complete the remainder of the form. If your child was in multiple school districts or on multiple campuses in the current and prior school years, you may make copies of this page as needed. Include this completed verification form when submitting the application.

Directions to District: The student listed below is applying for enrollment in West Hardin CCISD. Please provide the following information to the student or parent for inclusion with their application. Please provide the information for the most recent *full* school year and the current year if application is being made during the year. At least one full school year must be included.

Student's Name _____ Student Social Security Number: _____

School District Verifying Information _____ Campus Providing Information _____

DISCIPLINE INFORMATION:

Was the student suspended out of school, placed in DAEP, expelled, or placed in JJAEP for one or more days in the *current* school year? Yes
No

Was the student suspended out of school, placed in DAEP, expelled, or placed in JJAEP for one or more days in the *preceding* school year? Yes
No

To your knowledge, is the student currently on probation or other conditional release for conviction of a criminal offense? Yes
No

To your knowledge, is the student on probation or other conditional release for delinquent conduct or conduct in need of supervision? Yes
No

To your knowledge, did the student have any disciplinary referrals in the time period described in the directions above? Yes
No

I certify that the discipline-information above is true and correct to the best of my knowledge.

Signature of Administrator

Title

Date

ATTENDANCE INFORMATION: Please complete table below.

	Prior School Year (Specify Year)	Current School Year (Specify Year)
Number of Days the Student was Enrolled		
Number of Days the Student was Absent		

Signature of Administrator

Title

Date

STUDENT'S ACADEMIC RECORD OR TRANSCRIPT: Please provide a copy of the student's current academic record (such as a report card), as well as a copy of the most recent state assessment or achievement, aptitude, or readiness test results.

**West Hardin CCISD
Nonresident Student
Tuition Rates**

All tuition must be paid in accordance with the provisions in Policy FDA (Local).

Tuition is non-refundable, no matter whether leaving the district is at the student's or parent's choice or whether the student's transfer is revoked.

WHCCISD Tuition Rates for students who reside in
Texas

Tuition	6-Weeks Rate	180 Days (Full year)
Nonresident students who reside In Texas (per family)	\$185	\$738
Nonresident students who qualify for Free/Reduced Meals (per family)	\$0	\$0
Nonresident students who are Children of District employees (per family)	\$0	\$0

**West Hardin CCISD
Nonresident Student
Tuition Waiver Application**

Student's Name _____

Parent/Guardian (Father) _____ (Mother) _____

Please check one:

_____ Parent(s)/Guardian(s) of Student have a legal contract to purchase or build a residence within WHCCISD. Attach a copy of the contract to this application. Make sure the address of the residence is on the contract.

_____ A child of a District employee.

_____ A child of a former District employee whose separation from District employment coincided with retirement under Teacher Retirement System (TRS) rules.

_____ A student who enrolled in the District as a resident student, became a nonresident, and was granted a transfer with no break in enrollment in the District.

Signature of Parent/Guardian

Date

For District Use Only

Tuition is waived for (check one) _____ 6 months
_____ Remainder of semester
_____ School year

Superintendent's Signature

Date

ADMISSIONS INTERDISTRICT
TRANSFERS

FDA
(LOCAL)

AUTHORITY	<p>The Superintendent is authorized to accept or reject any transfer requests, provided that such action is without regard to race, religion, color, sex, disability, national origin, or ancestral language.</p> <p>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.</p>
TRANSFER REQUESTS	<p>A nonresident student wishing to transfer into the District shall file an application for transfer each school year with the Superintendent or designee. Transfers shall be granted for one regular school year at a time.</p>
FACTORS	<p>In approving transfers, the Superintendent or designee shall consider availability of space and instructional staff and the student's academic records, disciplinary history, and attendance records.</p>
TRANSFER AGREEMENTS	<p>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.</p>
TUITION	<p>If the District charges tuition, the amount shall be set by the Board, within statutory limits.</p>
EXEMPTIONS	<p>If the District charges tuition, the following transfer students shall be exempt from any tuition requirements:</p> <ol style="list-style-type: none">1. A child of a District employee;2. A child of a former District employee whose separation from District employment coincided with retirement under Teacher Retirement System (TRS) rules; and3. A student who was enrolled in the District as a resident student, became a nonresident, and was granted a transfer with no break in enrollment in the District.
WAIVERS	<p>The Board may waive tuition for a student based on financial hardship upon written application by the student, parent, or guardian. [See FP]</p>
NONPAYMENT	<p>The District may initiate withdrawal of students whose tuition payments are delinquent.</p>
APPEALS	<p>Any appeals shall be made in accordance with FNG(LOCAL) and GF(LOCAL), as appropriate.</p>