

## Student Transfer Petition Guidelines

When reviewing petitions for student transfers, McKinney ISD will consider each request on an individual basis; however, the guidelines below are in place to ensure consistency in our process. The transfer petitions will be considered by the Board's designee within **30 business days** of their receipt.

**No student transfer petition form will be accepted after February 28, 2023 or before September 5, 2023 unless there is an extenuating circumstance.**

### Transfer Guidelines

- Open Enrollment **will not** be offered at any MISD campus.
- Unless significant extenuating circumstances exist, most requests for student transfers to campuses projected at 90% of capacity or greater will be denied.
- General reasons considered for a student transfer include:
  - ✓ Academic: Student retained or programmatic reasons (i.e. CTE program offered at only one campus)
  - ✓ Bullying or harassment as defined by district policy
- All authorizations for K-12 student transfers are granted conditionally on student behavior and attendance.
- An approval does not guarantee nor imply the approval of future transfers to the **feeder** campus.
- Sibling Transfers – Sibling status **will not** guarantee transfer approval. Requests to transfer to attend a school outside their attendance area with their sibling will be evaluated as all other requests.
- Transfers for siblings of students who are placed in self-contained special education units that are not located on every campus will be considered for a hardship intra-district transfer.
- **All secondary transfers are subject to review by the University Interscholastic League.**
  - ✓ A student who has an option to attend more than one high school within a school district, rather than being assigned to a school according to attendance zones, is eligible at the school first selected if he/she transfers at the first opportunity. If a student subsequently transfers to another school, the student is not eligible for varsity athletic competition until he/she has been in and regularly attended that school for at least the previous calendar year.
  - ✓ Additional UIL requirements can also affect eligibility, so it's important to contact the MISD athletic department for additional questions at 469-302-4166
- Students who are retained (in grades K-8) may also qualify for a hardship transfer. The transfer is for the first year after the student was retained from the zoned campus.
- A resident student whose parent or legal guardian anticipates moving into the assigned school attendance zone and provides evidence, such as a builder's contract or rental agreement, or a similar document, shall be admitted on a provisional basis of **no more than one semester**. If at the end of one semester, the parent or guardian is not actually residing within the assigned school attendance zone, the student shall be transferred to the campus within the resident attendance zone.
- The student transfer can be revoked if there is a violation of the attendance policy, and/or a violation of the McKinney ISD Student Code of Conduct (SCOC). Once a transfer has been revoked due to a student SCOC violation, the transfer benefit is no longer available for that individual student.
- **Transfer students will be responsible for providing transportation to and from campus.**