

**McKinney Independent School District**  
**Transfer Petition Form for Students of McKinney ISD Employees**  
**Forms accepted January 9 – January 19, 2024**

Student's Legal Name: \_\_\_\_\_

Student ID # \_\_\_\_\_ Grade Level for the 2024-25 School Year: \_\_\_\_\_

Does the student receive: Special Services? \_\_\_\_\_ Bilingual/ESL Services? \_\_\_\_\_

Zoned Campus (based on home address): \_\_\_\_\_

Transfer Campus (campus you are requesting): \_\_\_\_\_

Employee's Legal Name: \_\_\_\_\_

Employee's Work Location: \_\_\_\_\_

Employee's Title/Position: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Complete Home Address: \_\_\_\_\_

\_\_\_\_\_, TX \_\_\_\_\_  
City Zip Code

I live in the \_\_\_\_\_ Independent School District boundary.

Employees who live outside the McKinney ISD attendance boundaries are **required** to provide the student's residence data nine digit # (County – District - Campus):

\_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Name of Out of District Campus: \_\_\_\_\_

**I understand that transportation to the requested school is my responsibility.**

**All MISD students (including children of MISD employees) must provide proof of residence (POR) at the start of the 2023-24 school year.**

**Due to different scenarios that can affect UIL Athletic Eligibility, it is important to contact the MISD Athletic Department for eligibility questions at 469-302-4166.**

**Submit Transfer Petition Form to:**  
Elena Rodriguez, Administrative Services  
#1 Duvall Street, McKinney, TX 75069  
[erodriguez@mckinneyisd.net](mailto:erodriguez@mckinneyisd.net)  
Phone # 469-302-4208

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**Office Use Only**

Date Received: \_\_\_\_\_ Reviewed by: McKinney ISD Office of Administrative Services

Notes: \_\_\_\_\_