



Out-of-District Transfers Procedures 2021 - 2022

Any student living outside of the Elgin ISD boundaries that wishes to attend EISD must apply for an Out-of-District Transfer and be accepted before enrolling. In addition to the Out-of-District Transfer Application, the following documentation **must be provided at time of application**:

- Most recent school report card or transcript, including state assessment results (STAAR or EOC)
- Most recent school documentation of satisfactory **attendance**,
- Most recent school documentation of satisfactory **discipline** and,
- Special programs documentation from current school.

Once the application and above documentation are provided to Elgin ISD, the parent/guardian will be notified as to whether the application has been approved or denied. Parents will be notified of approval via phone or mail.

Applications for transfers shall be considered on an annual basis. In approving transfers, the district shall consider availability of space, instructional staff, the student's disciplinary history, attendance records and grades.

***The approval of a student's transfer for one year does not imply or guarantee that the student's transfer will be approved for the following year.**

Frequently Asked Questions About Out of District Transfers

Q: We own property within the boundaries of EISD and pay school taxes, can our children attend EISD?

A: No, the requirement for attending a Texas public school is the child's residence and that is defined as where they "lay their head at night".

Q: What grade levels are accepting transfer students?

A: Grades **PK** through **12** will be considered for transfer.

Q: Is there tuition fee for transferring into Elgin ISD?

A: No, there is no tuition fee to transfer into Elgin ISD.

Q: Does Elgin ISD provide bus transportation of transferring students?

A: No, EISD does not provide bus transportation of transferring students.

Q: Can I turn in the Transfer Application and then get the other required documentation to you later?

A: No, transfer applications missing required documentation will NOT be considered.

Q: Where do I turn in the completed Transfer Application?

A: You may mail or deliver the transfer application to:

Deliver: Elgin ISD

Attn: Sherilyn Kisamore
1002 N. Ave C
Elgin, TX 78621

Mail: Elgin ISD

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