

**Columbus ISD**  
**Transfer Student Information / Request Sheet**

**Student Name** \_\_\_\_\_ **Ethnicity Code** \_\_\_\_\_ **Grade** \_\_\_\_\_  
(see back of sheet for codes)

**Student's Social Security Number** \_\_\_\_\_

**Parent / Guardian Name** \_\_\_\_\_

**Address** \_\_\_\_\_  
\_\_\_\_\_

**Telephone number** \_\_\_\_\_ **District of Residence** \_\_\_\_\_

**Previous School District Information;**

**District** \_\_\_\_\_

**School** \_\_\_\_\_

**School mailing address** \_\_\_\_\_  
\_\_\_\_\_

**School telephone number** \_\_\_\_\_

**Campus principal** \_\_\_\_\_

**School counselor** \_\_\_\_\_

**Reason for transfer request:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Exemption / Hardship Code** \_\_\_\_\_  
(see back of sheet for codes)

**I have reviewed the Student Transfer Information / Request Sheet, the Student Transfer Information and Procedural Checklist and I understand the CISD Policy FDA Local. I affirm that the information I have provided in this application is true and correct.**

\_\_\_\_\_  
**Signature** **date**

### Ethnic Codes

- (1) American Indian or Alaskan Native
- (2) Asian or Pacific Islander
- (3) Black, not Hispanic
- (4) Hispanic
- (5) White, not Hispanic

### Exemption/Hardship Codes

Documentation will be required for codes "A" through "I". Please contact the Superintendent's office for details regarding required documentation.

- A. Student taking academic courses needed for graduation and not offered in the district of residence.
- B. Graduating senior who has attended the receiving district for at least the two previous years.
- C. Student with two working parents, or whose sole parent works (in a single-parent home), and no childcare facility is located in the sending district. Only children less than ten years of age will be considered as needing childcare unless it can be demonstrated that a child suffers a handicap which renders him or her incapable of self-care.
- D. Student whose health or safety is involved.
- E. Student whose parent/guardian is employed by the receiving district and currently contributes to the Texas Teacher Retirement System.
- F. Student whose home is more than 20 miles closer to the receiving school than the school of residence (Is there a 20 mile difference between the distances from the student's home to each of the two schools involved?).
- G. Student transferring to a regional day school for the deaf. (CA 5281)
- H. Special education student from district where the special education class for which the student is qualified is unavailable and such class is available in the receiving district. Student has been properly screened according to Agency guidelines by the receiving district. (CA 5281)
- I. Student residing in a district which does not offer the grade level of that student and which has a contractual transfer agreement with the receiving district. (TEC 25.039)
- J. Student does not qualify for any of the preceding exemptions/hardships.