



Calhoun County Independent School District

Federal, Pupil, and Personnel Services

Ms. Kelly Taylor, Assistant Superintendent

525 N. Commerce Street, Port Lavaca, Texas 77979

361-552-9728 (phone), 361-551-2649 (fax)

www.calcoisd.org

April 7, 2023

Parents/Guardians:

Thank you for choosing Calhoun County ISD to provide your child's educational experience! We will continue to work hard to meet the needs of your child. In order to comply with the Texas Education Agency's requirements, you must submit an **Application for an Out of District Transfer**. *This application must be submitted by May 18, 2023, be approved for the 2023-2024 school year and remain on file.*

The **2023-2024 Application for an Out of District Transfer** form is attached and must be submitted and approved annually. Any missing information (blanks) on the form may result in the denial of your student's request. If we do not have the required transfer form, your student will be withdrawn from CCISD. Records may be requested by the school where you enroll your child.

The **Application for an Out of District Transfer** must be returned to CCISD Central Office, 525 N. Commerce Street, Port Lavaca, no later than **May 18, 2022**. Out of district transfer applications and/ or late requests may be denied due to enrollment and staffing limitations. If you have any questions concerning this form or the process, please contact Briana Hardin, District PEIMS Coordinator at 361-552-9728.

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.

In approving transfers, the Superintendent or designee shall consider availability of space and instructional staff and the student's disciplinary history and attendance records.

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. (CCISD FDA, Local)

Thank you for your continued support of our school district.

Respectfully,

Kelly Taylor
Assistant Superintendent