

MF 2023-2024 New Student Transfer Information

Parents/Guardians must apply online and submit documentation for each student applicant. Please visit www.marblefallsisd.org to review timelines, Board Policy FDA Local and to fill out the application.

Requests for New students who have never been in MFISD and do not have a sibling currently enrolled in the district will be considered on August 17, 2023-after the first day of school

Documentation: Required documents **if applicable** must be emailed to Julie Shaffer at jshaffer@mfisd.txed.net for an application to be considered. The list of required documents is included below.

Non-Traditional Educational Environments: If the applicant is currently in a non-traditional school environment for the 2022-23 school year, or a portion of the year, every effort should be made to provide the requested information in a form closest to what a public school would provide. Marble Falls ISD administrators are familiar with non-traditional school environments (i.e. homeschool, schools that do not provide grades, Montessori school), but we must review documentation to evaluate a student's past performance and estimate the applicant's future success in Marble Falls ISD schools.

Please review **Board Policy FDA Local** prior to starting the application for transfer. [Click here to view FDA Local](#). Or visit www.marblefallsisd.org to review board policies.

REQUIRED DOCUMENTS (if applicable)

- **Most Recent Report Card:** Attach a copy of the most recent 2022-23 Report Card
- **Documentation of 2022-23 Attendance:** Attach a copy of applicant's attendance for the most recent school year. It can be a report from the school's student information system or a letter from the school signed by a school administrator.
- **Documentation of 2022-23 Discipline:** Attach a copy of applicant's discipline record for the most recent school year. It can be a report from the school's student information system or a letter from the school signed by an administrator. **Note:** Even if a student has no discipline record for the current school year a document, signed by a school administrator, stating such must be provided
- **Most Recent Transcript:** (required for applicants entering grades 9-12) Attach a copy of the most recent transcript (unofficial is acceptable) IF the applicant has taken courses that earn high school credit.
- **Standardized Test Scores:** (required for applicants entering grades 4-12) Attach a copy of the most recent Standardized Test Scores if you have received them.

ADDITIONAL REQUIRED DOCUMENTS (IF APPLICABLE)

- **Special Education Records:** Attach a copy of current IEP plan. (Required if the applicant receives Special Education services)
- **504 Records:** Attach a copy of current 504 plan. (Required if the applicant receives 504 services)
- **Original Home Language Survey:** Attach a copy of the Original Home Language Survey. (Required if the applicant receives English as a Second Language (ESL) services)

Failure to submit all applicable student documents may result in an approved transfer being revoked

Reasons the District May Deny or Revoke a Transfer Request

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Space/staffing:

- o >20:1 Student to teacher ratio
- o Requires employment of additional staff
- o Requires the addition or creation of classroom or facility space

Academics:

- o Student did not pass/is not passing all classes
- o Student did not pass STAAR/EOC

Attendance:

- o Records indicate a 95% or less than attendance rate

Tardies:

- o Student must not be late on five or more days (elementary)
- o Student must not be late for five or more class periods (secondary)

Discipline:

- o Student has been placed in DAEP, suspended, or expelled
- o Persistent misbehavior
- o Student is involved in a pending disciplinary action
- o Student has engaged in delinquent conduct or has been convicted of a criminal offense and is on probation or other conditional release
- o Other discipline as determined by transfer officer

Falsification of information on school documents

Any additional factors not prohibited by law as deemed relevant by the Superintendent.

Transportation

Transportation to and from campuses will be the direct responsibility of the parent or guardian.

UIL Eligibility

The student and parent acknowledge that eligibility of transfer students for participation in any UIL activity or other activities governed by UIL rules and regulations will be determined in accordance with UIL rules and regulations.

Approval of a transfer student in one year creates no right or expectation that a student will be admitted as a transfer student in subsequent years due to violations of transfer criteria. Transfer approval decisions are made on a student-to-student basis according to the factors and restrictions noted above. Please note transfer students must follow all rules and regulations of the district. Violating the terms of agreement may result in a transfer request being denied or revoked for the current school year or not being approved for the following school year.