



Willis Independent School District

Student Services Department

612 N. Campbell Street, Willis, TX, 77378

Phone 936.890-2062 Fax 936-856-0439

Before filling out the Student Transfer Application, please obtain the following documents and *submit them with the application.*

- Most current transcript or most current report card
- Most current attendance report
- Behavior Record
- Most current STARR results (if applicable)
- If you are building a home in the Willis ISD School Zone, please provide the page of your Executed Contract that contains signatures of the purchasers, the tentative move in date and address of the new build.



**WILLIS INDEPENDENT SCHOOL DISTRICT
STUDENT TRANSFER APPLICATION 2023-2024**

PARENT/GUARDIAN IS RESPONSIBLE FOR STUDENT'S TRANSPORTATION

STUDENT INFORMATION (Please PRINT clearly)		You must complete one application per student	
Student Last Name		Student First Name Middle Name	
		Student ID Male or Female	
Date of Birth	Age of Student	Grade Level of Student for 23/24 SY	
		Gender	
Is student enrolled in Special Programs: Check all that apply (for program capacity only)			
<input type="checkbox"/>	Gifted and Talented	<input type="checkbox"/>	Bilingual - ESL
<input type="checkbox"/>	504 Program	<input type="checkbox"/>	Dyslexia Program
Special Education			
Counseling			
Other: (Please List)			
School district in which student resides?		What School would student attend in that district? *Please use school name*	
		YES or NO	
Requested Campus in Willis ISD		Did student attend a WISD school last year? If so, what school?	

LIST ALL STUDENTS RESIDING AT THE ADDRESS LISTED ON THE LAST PAGE OF THIS FORM			
Student Name	School and Grade Level for 23/24 SY	Student Name	School and Grade Level for 23/24 SY
Student Name	School and Grade Level for 23/24 SY	Student Name	School and Grade Level for 23/24 SY

PARENT/GUARDIAN INFORMATION (Please PRINT clearly)								
Student lives with:	<input type="checkbox"/>	Mother	<input type="checkbox"/>	Father	<input type="checkbox"/>	Both	<input type="checkbox"/>	Other
YES or NO								
Parent/Guardian Name (PRINT)			WISD Employee?		Location			
Address	City	Zip Code	Phone Number	Email Address				
YES or NO								
Parent/Guardian Name (PRINT)			WISD Employee?		Location			
Address	City	Zip Code	Phone Number	Email Address				
Are you building a new home in WISD School Zone? YES or NO						If so, when is your tentative move in date?		

Reason for requesting transfer: Please add sheets if needed. Please Print Clearly.	
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CHECK APPROPRIATE BOX	YES	NO
Did student pass all core subjects classes with a final grade of at least 80?		
Did student maintain attendance rate of at least 90% for all classes?		
Did student take and pass, at the "Met Standard" level or above, all sections of the most recent administration of any state-mandated assessments on the first administration? (A student from a home school, private school, or other non-accredited school setting must demonstrate achievement at the 80% level on the District-delivered academic screening assessment).		
Has student been assigned to DAEP or expelled during the prior calendar year?		
Has the student been convicted of a crime? If so, is the student currently on probation for a Criminal Offense?		

NOTE: Parent must provide the most current transcript or report card, attendance, and behavior records and the latest state assessment (STAAR) results to be processed.

This request is made with the full understanding of and agreement to the following conditions:

1. This agreement is for one school year only. A new application must be completed each school year. Willis ISD will determine whether space is available in the area of the transfer request.
2. The transfer is granted conditionally on student grades, behavior and attendance. The student and their parent/guardian must follow all rules and regulations in the agreement and of the District, including those for student conduct and attendance/truancy. Violation of the rules and regulations of the District may result in revocation of the transfer agreement.
3. Students would not be eligible for varsity U.I.L. athletic events on the receiving campus for one calendar year (high school student only).
4. Parent/Guardian is responsible for transportation of transfer students. WISD will not provide bus service to transfer students, including for special needs students.
5. Parent/Guardian must notify the campus of any address changes.
6. Parent must provide the most current transcript or grades, attendance, and behavior records and the latest state assessment (STAAR) results to be processed.

I hereby certify that all requested information has been furnished to Willis ISD and that it is true, correct and complete. I understand that my transfer request will be rejected if I submit misleading, incomplete, or false information. If my child is accepted and the District discovers the information is misleading, or false, the transfer may be revoked.

Please Print Clearly

_____ Physical Address _____ City _____ Zip Code

_____ Mailing Address _____ City _____ Zip Code

_____ Parent/Guardian Name (PRINT) _____ Parent/Guardian Signature _____ Date

For Office Use Only			
Deficiencies:		<input type="checkbox"/> In District	<input type="checkbox"/> Out of District
	All grades were not at least 80		Did not pass all STAAR Tests
	Did not have at least 90% attendance for all classes		Had discipline issue(s)
<input type="checkbox"/>	APPROVED	<input type="checkbox"/>	APPROVED w/ Deficiencies
<input type="checkbox"/>	DENIED		
Brad Mansfield			
Campus	Executive Director of Student Services Dept.	Signature	Date