

## REQUESTING A STUDENT TRANSFER

### LONE OAK ISD

Parents of students who do not live within Lone Oak ISD boundaries and would like to request a transfer may do so by completing the attached Transfer Request Form and submitting to [Transfers@loisd.net](mailto:Transfers@loisd.net) or mailing to:

Lone Oak ISD Administration Office

Attn: Admin – Transfer Request

8162 Hwy 69 South

Lone Oak, Texas 75453

With the transfer request form, please attach and send the following:

- Copy of current report card
- Copy of Attendance/Discipline information
- Copy of State Assessments Scores
- Verification of student enrollment in public/private school

You will be contacted with a determination at the email address provided on the transfer form. Please allow two weeks from the date of receipt of all documentation for review.

\*A transfer review may be delayed without the additional requested documentation.

If you have questions concerning transfer information, please send an email to: [Transfers@loisd.net](mailto:Transfers@loisd.net) or call 903.634.5270

**Texas Education Agency**  
**Division of Equal Education Opportunity**

Application for Transfer  
2021-2022

Authority for Data Collection: Texas Education Code 21.061 Civil Action 5281 Section A  
Planned Use of Data: To complete the report required by Federal Court Order Civil Action 5281  
Instructions: This form must be used for all student transfers within the State of Texas including hardship based requests. Please supply the required information and any additional information that you wish the Board to include in its consideration of this transfer request. Your initials by this line confirm your receipt of a copy of the Lone Oak ISD Transfer Policy, Transfer Tuition, and Transfer Rules regarding Discipline (FDA Local), along with instructions and codes for use in completing this form.

Student's Name	Name of City and School (where you currently reside and attend)	Grade Level for 21-22 Year

**This section should be completed by the parent or guardian:**

Parent (Guardian) Name: \_\_\_\_\_ Street Address: \_\_\_\_\_

Parent (Guardian) Signature: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Phone : \_\_\_\_\_ Contact Email: \_\_\_\_\_


**This section must be completed by the superintendent of the receiving district:**

The Superintendent of Lone Oak ISD \_\_\_\_\_ the transfer student(s) listed above on \_\_\_\_\_  
Approved/Disapproved \_\_\_\_\_ Date \_\_\_\_\_

Janeé Carter – Superintendent, Lone Oak ISD \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

For audit purposes, a copy of this form shall be retained at the receiving district – this form should not be sent to Texas Education Agency. Lone Oak ISD reserves the right to accept or reject any transfer students as long as such action is taken without regard to ethnicity, gender, age, national origin, religion, gender orientation, or disability.

For further information regarding the Lone Oak Independent School District's policy on nonresident transfer students, please contact the Superintendent's office by mail at 8162 Hwy 69 South, Lone Oak, Texas 75453, or by phone at 903.634.5270.

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APPLICANT FOR TRANSFER TO LONE OAK INDEPENDENT SCHOOL DISTRICT  
COMMITMENT TO QUALITY SCHOOLS AGREEMENT

By our signatures below, my parent(s) and I understand that my application for transfer, if approved, may be reviewed at any time during the school year and that my misconduct or misbehavior may affect my ability to attend school in Lone Oak Independent School District. My parent(s) and I pledge that:

1. We want, for me, the privilege of attending school in the Lone Oak ISD.
2. We share Lone Oak ISD's commitment to quality schools.
3. We will carefully read and become familiar with the Lone Oak ISD's Student Code of Conduct.
4. We agree that I will comply with Lone Oak ISD's Student Code of Conduct.
5. We understand that Lone Oak ISD evaluates the conduct of all transfer students at any time during the school year.
6. We understand that if my conduct is not in compliance with Lone Oak ISD standards, I will not be readmitted.
7. We understand that if I am admitted, Lone Oak ISD shall not be responsible for my transportation to Lone Oak ISD.
8. We agree that I will make every effort to be an exemplary, model student both academically and in my conduct and behavior.
9. We affirm that I have had no more than one (1) unexcused absence in the current or preceding semester and that I have had no more than one (1) discipline referral in the current or preceding semester.
10. We understand that prior to approval of my transfer, we shall furnish to Lone Oak ISD a copy of current report card, attendance/discipline information and copy of assessment scores. If accepted as transfer, must provide to the campus a copy of birth certificate, social security card and immunization records.
11. We agree that I am currently passing all coursework and not have failed any subject area in the preceding semester.
12. We agree that if transfer fees are applicable, they are due in full before each semester.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Additional Student Signature (if applicable)

\_\_\_\_\_  
Additional Parent Signature (if applicable)

\_\_\_\_\_  
Additional Student Signature (if applicable)

\_\_\_\_\_  
Date