



Date Received \_\_\_\_\_

Time Received \_\_\_\_\_

Proof of Residence

Yes / No

## 2020-2021 OPEN CAMPUS TRANSFER REQUEST

Applications will be processed from April 1 – June 1, 2020

The Office of Student Services/Admissions cannot process requests that are incomplete OR do not include documentation of current residence. Please include one item from Line A **and** one item from Line B when you submit your transfer request.

- **Line A.** Verification in the form of your current lease, HCAD, mortgage statement, or closing documents.
- **Line B.** Verification in the form of your current gas, water, or light bill.

DATE: \_\_\_\_\_ STUDENT ID: \_\_\_\_\_ NEXT YEAR/20-21 GRADE LEVEL: \_\_\_\_\_

STUDENT'S LAST NAME	FIRST NAME	M.I.	HOME CAMPUS (school zoned to):
CURRENT ADDRESS		CITY	ZIP
NAME OF SUBDIVISION OR APARTMENT COMPLEX:		REQUESTED CAMPUS	

	<u>Elementary School</u>		<u>Middle School</u>	<u>High School</u>
Adam	Frazier	Metcalf	Campbell	Cy-Fair
Andre'	Gleason	Post	Dean	Cypress Creek
Bane	Hairgrove	Reed	<del>Goodson</del> <b>CLOSED</b>	Cypress Falls
<del>Copeland</del> <b>CLOSED</b>	<del>Hamilton</del> <b>CLOSED</b>	A.Robison	Labay	Cypress Springs
Danish	Hoover	Sampson	Rowe	Langham Creek
Duryea	Jowell	<del>Swenke</del> <b>CLOSED</b>		
Emmott	Kirk	Walker		
Farney	Lamkin	Willbern		
Fiest	Lee			

**Parent/Guardian:** Please download and complete one transfer request per child. Save the document with the child's first initial and last name. Then, email the saved request and proof of residence to [studenttransfers@cfisd.net](mailto:studenttransfers@cfisd.net). You will receive an automatic email confirmation that the request was received. A member of the Student Services team will follow up with a response within 10 business days after receipt of the transfer request. Please note that:

- Transfers are valid for the current school year and reviewed on a yearly basis.
- Transportation is not provided to/from the student's primary residence. Students may be transported to/from a state recognized childcare provider, parent, or grandparent responsible for providing before and after school care if there is a district-approved stop on a district-approved route serving the transfer campus.
- Transfer students in grades 9-12 are ineligible to participate in varsity athletics for one year from the first day of attendance at the transfer campus.
- If a student with an approved transfer is withdrawn from the transfer campus, the transfer will not be in effect if the student re-enrolls in the district.
- Future requests for siblings to attend the same transfer campus are dependent on the open/closed status for a specific school year.

Should you have any questions regarding student transfers, please contact the Office of Student Services/Admissions at (281) 517-6342. Questions may also be emailed to [studenttransfers@cfisd.net](mailto:studenttransfers@cfisd.net).

*PARENT/GUARDIAN: My signature affirms that I have read and fully understand this information and agree to the stipulations stated above. I also understand that there are civil and criminal penalties for knowingly providing false information that could result in criminal sanctions and reimbursement.*

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**FOR OFFICE USE ONLY:**

APPROVED \_\_\_\_\_, DIRECTOR OF ADMISSIONS      DENIED \_\_\_\_\_