

# GPISD Student Transfer Guidelines

## 2025-2026



1. A transfer application must be initiated or renewed by a parent/legal guardian annually.
2. An application, with the most recent attendance and discipline documentation, must be submitted during the designated timeframe. Incomplete applications will be denied.
3. Acceptable attendance, 96.5 percent or higher, is required during the term of the application and the school year prior to the application.
4. If approved, returning students must provide proof of residency and complete the Returning Student Verification process. New students must complete the New Student Enrollment process.
5. If approved, the parent/legal guardian must provide transportation to and from the school.
6. A student transfer will be revoked if the student displays behavior that results in the following disciplinary actions during the term of the application and the school year prior to application:
  - Excessive absences and tardies
  - Persistent misbehavior and excessive discipline referrals
  - In-school or out-of-school suspensions
  - Placement in a Disciplinary Alternative Education Program (DAEP or JJAEP)
  - Expulsion from school
  - Delinquent conduct, placement of probation, under the supervision of a court or probation officer, or any conditional release from the court, or criminal conviction
  - Felony/Criminal conviction
7. A student may not transfer for the purpose of participation in extracurricular activities.
8. A signed Student Transfer Agreement is required annually. Violations of the terms of the GPISD Transfer Agreement or Guidelines may result in the transfer being revoked or denied for the following school year.

In addition to the reasons outlined in these guidelines, a student's transfer may be denied or revoked due to one or more of the following reasons:

- A student record of unsatisfactory academics
- Late arrivals and late pick-ups
- Lack of parental cooperation
- Falsification of residency, transfer, or enrollment documents, which is a criminal offense and subject to fines under the Texas State Penal Code, Section 37.10
- Grade level, instructional program, and/or campus enrollment exceeds capacity; and/or
- Any other disruptions by the student or parent, that interfere with the school's daily operations; or a detriment to the learning environment
- Other relevant reasons determined by the campus principal or district staff

Parents will be notified of the approval or denial of the student transfer via email. If not satisfied with the decision regarding a transfer application, a Student Transfer Appeal may be submitted within 5 (five) business days of the initial denial. Appeals are reviewed by the Student Transfer Committee. **Appeal decisions are FINAL and cannot be appealed.**