

I. Conditions and Information for Out-of-District Transfers

The Board of School Trustees for Harmony Independent School District has established by policy that it will accept transfer students from outside this district. The period of **April 1st to April 30th** has been designated as the time to receive applications to transfer into this school district. All requests to transfer are subject to the following conditions:

- 1) A non-resident student requesting a transfer into Harmony ISD shall file an application for transfer annually with the superintendent during the month of April.
- 2) Transfers shall be granted for one regular school year at a time. (one regular school year is defined as August – June)
- 3) Acceptance of transfer students shall not be allowed to create overcrowded conditions at a school or grade level within the district. In approving transfers, the superintendent or designee shall also consider the student's disciplinary history and attendance records.
- 4) The transfer student shall be required to follow all rules and regulations of the District, including those for student conduct and attendance. Any violation of the District's rules and regulations may result in revocation of the transfer agreement.
- 5) Timely payment of an annually specified tuition must be made.

All applications for transfer meeting the above conditions must be approved by the Texas Education Agency in Austin before the transfer process is complete. Should TEA disapprove your transfer application, this district will refund any tuition paid.

To be considered for transfer for the 2010/2011 school year, parents or guardians must submit the following items in person or by mail to the Administration Office of Harmony ISD, 9788 State Hwy 154 West, Big Sandy, TX 75755 no later than 4:00 pm April 30, 2010.

- Completed application (available 4/1/2010)
- One half of total tuition (cash or check)
- Copy of parent/legal guardian's current driver's license
- Copy of student's social security card

Tuition Charge and Payment

- One half of the total tuition must be received by the superintendent's secretary, with the transfer application, no later than 4:00 pm April 30, 2010.
- After you have received notification of acceptance, the tuition balance or remaining half must be received by the superintendent's secretary no later than August 1, 2010.
- All checks must be made payable to Harmony ISD and include your drivers license number.
- Notification of transfer acceptance or denial will be mailed no later than June 11, 2010. Transfers denied by Harmony ISD will receive a full refund of their initial payment.

<u>Total Tuition</u>	<u>Due with Application</u>	<u>Due by August 1, 2010</u>
\$300 for 1 student	\$150.00	\$150.00
\$500 for 2 students	\$250.00	\$250.00
\$600 for 3 or more students	\$300.00	\$300.00

Tuition charges are required only of out-of-district transfer students. Parents of the students should consider carefully all circumstances before paying the required tuition. *Changed circumstances or preferences after the fact will not be sufficient reason to warrant a refund of tuition.* **All tuition paid for the 2010-2011 school year will be considered non-refundable after May 28, 2010.**

Revocation of Transfer:

Harmony ISD may revoke the transfer for any of the following reasons and will not refund transfer tuition paid for a student whose transfer has been revoked

- Failure to pay tuition
- Student having excessive absences
- Student's repeated violations of the Harmony ISD Student Code of Conduct or a single violation punishable by placement in the AEP.

II. Conditions and Information Concerning Hardship Transfer Students

After May 1st each year state law allows districts to accept requests from non-resident students to transfer only on a **hardship** basis. Federal courts and Texas Education Agency have established the following additional criteria to be used in considering alleged hardship transfer requests.

- In order to take academic courses not offered in the district of residence
- Graduating seniors who have attended Harmony Independent School District for the previous two (2) years
- Child care problems of working parent(s), where the child is under ten years of age, unless a handicapping condition of the student can be certified
- Health and safety reasons relating to the student as certified by a medical doctor's report
- Children of full-time employees of Harmony Independent School District

All requests to transfer received after May 1st, 2010, must be accompanied by a letter describing in detail the hardship condition causing the need to request transfer student status.

Approved requests for hardship transfer must also comply with other requirements and conditions stated in Part I. above.