



SECONDARY STUDENTS

GENERAL TRANSFER AND SCHOOLS OF CHOICE

Frequently Asked Questions

2024 – 2025 School Year

Part I: Secondary Transfer Application

1. Who is eligible for a Transfer?

- a. ***In-District Transfer.*** When a student is requesting to move from one HEB ISD school to another HEB ISD school.
- b. ***Full-Time HEB ISD Employee's Child.*** When a *full-time* district employee who **lives outside the district boundaries** is requesting that their child/children attend an HEB ISD school.
- c. ***Out of District Returning Schools of Choice Participant.*** This is the annual transfer application. All student who live outside of the HEB ISD school district must reapply each year.
- d. ***Qualifying Senior (Grade 12 only).*** When a student who has completed the 10th and 11th grades in HEB ISD and has moved out of the district boundaries, but wishes to complete their senior year in HEB ISD.

2. How do I apply for a transfer for my Junior or High School student?

You must complete the online [2024-2025 Transfer Application or School of Choice Application](#).

3. When can I apply for a transfer?

The 2024-2025 Transfer Window is open from January 15, 2024 – March 8, 2024. After the window has closed, the principal and/or Central Office Review Committee will consider transfers only for those deemed extreme conditions/hardships.

4. What is the District process used to determine the result of my request for a transfer?

The accepting principal shall review each application and may consult with the principal of the student's attendance zone campus prior to finalizing their decision. Transfer review will occur in April and notification will be completed by April 30, 2024.

5. How will I know the result of my transfer application?

For transfer applications received during the transfer window, the campus will notify the parent/guardian via email regarding approval or denial by April 30, 2024

A denied transfer or loss of eligibility may be appealed to the office of the Assistant Superintendent of Secondary Administration. This appeal **must be submitted in writing within 10 days** of receipt of the denied transfer and will be reviewed by the Central Administration Review Committee.

6. Is bus transportation provided for my approved transfer?

No.

The District does not provide transportation for a student attending a school outside his or her attendance zone.

7. Do students have to apply for a transfer every year?

Junior High Schools:

Sixth grade student who currently attends an Elementary school on an In-District transfer must reapply for a General transfer during the transfer window.

Some elementary schools “split” between junior high feeder schools; therefore, it is necessary for the 6th grade student’s parent/guardian to specify through the transfer process the junior high he/she wishes to attend.

Once a student attends a junior high, he/she establishes UIL eligibility and a subsequent transfer will result in the student being ineligible for UIL activities for one year (365 calendar days).

The transfer shall continue to be valid in that school as long as the parents and student reside within the District.

Senior High Schools:

Due to eligibility requirements for UIL sanctioned activities, all students entering the 10th grade must reapply for a high school In-District General Transfer during the transfer window regardless of previously granted transfers. Once approved, the transfer shall continue to be valid in that school as long as the parents and student reside within the District.

A senior student whose parents have moved out of the District may be permitted to complete grade 12, at the same campus as long as the student meets the following requirements:

- a. The student must have completed the 10th and 11th grade in HEB ISD.
- b. The student must not have any documented discipline or attendance problems.
- c. The student must have completed all of his or her sophomore and junior credit requirements, and must have earned 19 or more credits.

8. Can a student transfer be revoked for attendance, poor grades and or discipline problem?

Yes.

Student transfers may be revoked if the student fails to maintain good attendance, passing grades, or fails to comply with the communicated district or campus disciplinary policies, rules, regulations, or directives.

9. What happens to my transfer if I move from inside to outside of HED ISD district boundaries?

A resident student who moves out of the District during the school year may be permitted to continue enrollment **for the remainder of the six-week grading period**, provided the student does not have any documented discipline or attendance problems. (District Policy FDA Local)

10. If a student requests a District transfer to attend a junior high school outside of his/her junior high school attendance zone and has not attended an elementary school that “feeds” the requested junior high school is he/she eligible to participate in UIL or extracurricular activities?

No.

According to local policy a student who has not attended a “feeder” elementary school on a transfer would be ineligible for one year (365 calendar days) from the date of enrollment.

Students enrolled in athletic programs shall not participate in UIL-sanctioned contests at any level during their year of ineligibility, but may participate in practices before, during, and after school.

Students enrolled in Visual and Performing Arts programs may participate in performances on campus as specified by the Texas Essential Knowledge & Skills. However, Visual and Performing Arts students who transfer from a zoned school to attend another school outside his/her attendance zone shall not participate in UIL contests or extracurricular events for 365 days.

11. If a student requests to attend a high school outside his/her residency attendance zone *but has attended* 9th grade in a junior high school that “feeds” the requested high school for at least one calendar year, is he/she eligible to participate in extracurricular activities on the first day of his/her tenth (10th) grade year?

Yes.

According to local policy as long as all UIL eligibility requirements are met, the student would be eligible to participate on the first day of his/her 10th grade year.

12. If a student requests to attend a high school outside his/her residency attendance zone but has not attended a junior high which feeds the requested high school, is he/she eligible to participate in extracurricular activities on the first day of his/her 10th grade year?

No.

According to local policy students who request an In-District high school transfer any time during the 9th grade or thereafter may not participate in extracurricular activities for one year (365 calendar days) from the date of enrollment in high school.

Students enrolled in the Visual and Performing Arts programs may participate in performances on campus as specified by the Texas Essential Knowledge & Skills. However, Visual and Performing Arts students shall not participate in UIL contests or extracurricular events.

Students enrolled in athletic programs shall not participate in UIL-sanctioned contests at any level during their year of ineligibility, but may participate in practices before, during, and after school.

13. Central Junior High School Only

If a student attends Central Junior High School in the 9th grade but requests to attend a high school outside his/her high school residency attendance zone, is that student eligible to participate in extracurricular activities at the beginning of his/her 10th grade year?

No.

According to local policy, students enrolled at Central Junior High shall be eligible to participate in UIL and extracurricular activities at the 10th grade level only in the high school residency attendance zone in which the parent and student resides.

Students enrolled in the Visual and Performing Arts programs may participate in performances on campus as specified by the Texas Essential Knowledge & Skills. However, Visual and Performing Arts students shall not participate in UIL contests or extracurricular events but may participate in practices before, during, and after school.

Students enrolled in athletic programs shall not participate in UIL-sanctioned contests at any level during their year of ineligibility, but may participate in practices before, during, and after school.

Exception: An incoming 9th grade student may request their *intent to transfer* to attend a High School outside his/her residency attendance zone to participate in a UIL activity not offered on the Central Junior High School campus such as **baseball, softball or men's soccer**. A transfer application must be submitted during the Window Dates from: **August 1 until the 1st day of school of student's 9th grade year.** Applications may be obtained from the Secondary Administration Office at the HEB ISD Administration Building. After declaration of intent has been submitted, in the form of a transfer request, student would be required to sit out 365 days during his/her 9th grade year. This period is necessary in order to make the student eligible for sub-varsity participation only during his/her sophomore year, per UIL rules. During student's 9th grade year, he/she shall not participate in UIL-sanctioned contests at any level during this year of ineligibility but may participate in practices before, during and after school.

14. If a student is attending a junior high or high school and moves out of that attendance zone to another junior high or high school zone, can he/she request a transfer to stay at the campus he/she had been attending?

Yes.

Since UIL eligibility has been met at that campus, the student would *not* be required to sit out for one year (365 calendar days). Approval of transfer request would be contingent upon space availability at campus, student's grades, attendance and discipline records.

15. If a student is attending a junior high or high school on an In-District transfer and elects to return to the junior high or high school in his/her residency attendance zone will he/she be eligible to participate in UIL and extracurricular activities?

No.

If a student attends a junior high or high school and establishes UIL eligibility (by sitting out 365 days and then participating in UIL/extracurricular activities) a subsequent transfer to return to the junior high or high school in his/her residency attendance zone will result in the student being ineligible for UIL-sanctioned contests at any level for 365 days, but may participate in practices before, during and after school.

Exception: If the student did **not** establish UIL eligibility (by sitting out 365 calendar days and then participating in UIL/extracurricular activity), and elects to return to the junior high or high school in his/her residency attendance zone, the student would then have to sit out 15 days before participating in UIL/extracurricular activities.

16. If a student transfers to a School of Choice outside his/her attendance zone is the student eligible to participate in UIL and extracurricular activities?

If a student transfers to a junior high outside of his or her attendance zone to participate in a Schools of Choice program at the **first opportunity** he/she had the opportunity to do so, he/she will be immediately eligible so long as all requirements of UIL are met. If the student leaves the Schools of Choice program and returns to the school of the parents' attendance zone, the student is not eligible to participate in UIL-sanctioned contests at any level for 365 calendar days, but may participate in practices before, during and after school.

PART II – SCHOOLS OF CHOICE APPLICATION

1. Who is eligible to apply for a Schools of Choice program?

Any students may apply to the following designated Schools of Choice programs (in or out of district):

Secondary Schools of Choice

Advanced Spanish

International Baccalaureate and Pre IB

IBI World Language - Arabic

IBI World Language – Mandarin Chinese

STEM – Engineering & Robotics

STEM –Cybersecurity/Networking & Computer Science

Visual & Performing Arts – Orchestra

Visual & Performing Arts – Theater

Note: Students who transfer into the district for Pre-IB or International Baccalaureate (IB) must maintain state-mandated attendance and passing grades as well as remain in all advanced classes. Transfers must be accepted into the IB program during the sophomore year and student must remain in the program until graduation. A student who fails to abide by these policies will have his/her transfer rescinded and must leave the district at the end of the school year.

UIL Eligibility:

Students who transfer to participate in a Secondary Schools of Choice Program would be immediately eligible to participate in junior varsity athletics, but **ineligible to participate in varsity athletics.** Students could petition the UIL for Residency Waiver, and if granted, student could participate immediately.

(Parents/guardians are responsible for completing the Residency Waiver).

2. How do I apply to a Schools of Choice program for my student?

You may complete the online **Schools of Choice Application**.

3. When can I apply for a Schools of Choice Program?

The transfer window is open from January 15, 2024– March 8, 2024.

4. What happens to my Schools of Choice transfer if I move from inside to outside of HED ISD district boundaries?

A resident student actively enrolled in a Schools of Choice program, who moves out of the District during the school year may be permitted to continue enrollment **for the remainder of the year**, provided the student does not have any disciplinary or attendance problems.

A Online Transfer Application must be completed and approved by the Secondary Administration Office. Students that live OUT-OF-DISTRICT must apply for their transfer annually during the transfer window.

5. Is bus transportation provided?

No. The District does not provide transportation for a student attending a school outside his or her attendance zone.

- ** **Students must satisfy all University Scholastic League Rules and Regulations to be eligible to participate in any and all UIL related activities.**
- ** **Because UIL does not honor a Power of Attorney assignment, students living in the district with a temporary guardian are not eligible for varsity contests for 365 days from date of enrollment.**
- ** **If a transfer student violates the district's rules and regulations, found in the **Student Code of Conduct and the Campus Handbook**, the district may take that conduct into account in approving a transfer for the following school year.**

Contact the Secondary Administration office for additional information:

**Hurst-Eules-Bedford ISD
1849 Central Drive
Bedford, TX 76022
Phone: 817.283.4491**