



**ROCKWALL ISD
STUDENT TRANSFER GUIDELINES
2024-2025**

Rockwall ISD adheres to the neighborhood school concept; therefore, all students shall be assigned and attend the school in their home attendance zone. For this reason, **requests for intra-district transfers will be granted under limited circumstances.**

Students within Rockwall ISD whose residence changes during the school year and who wish to complete the current school year at the same campus must submit a transfer application for consideration. In these cases, students will be expected to attend their home-zoned campus in subsequent school years.

Due to the potential disruption of the educational program at both the assigned and requested campuses, transfers to change campuses **are not** granted during the semester for currently enrolled students except under extenuating circumstances and unless approved by both the sending and receiving campus principals.

The following guidelines should be considered when applying for a transfer:

- If your 9th- 11th-grade student plans to participate in a UIL-governed sport, please read the requirements regarding eligibility in the appropriate section below.
- Transportation is not provided to students who attend school on a transfer.
- Once approved, a transfer is effective for an entire academic school year unless revoked by the campus principal.
- If enrollment at a campus or a specific grade level reaches capacity, Rockwall ISD administration reserves the right to revoke the transfer and return students to their home school.
- Transfer requests must be submitted on an annual basis.
- Approval of one transfer does not guarantee or imply the approval of future transfers to the same campus, the feeder campus, or for siblings to the same campus.
- Students placed on a particular campus by the district to receive specific district educational services do not require a transfer application.
- Siblings of students in such programs may request a transfer to keep families together at one campus. Approval for the sibling will be based on available space on the campus. Transportation is provided only for the student in the special program **and only if transportation is required as part of an individualized education plan.**
- A **\$50.00 (cash or credit only) Administrative Processing Fee** must be submitted with each transfer form. This fee is non-refundable and does not imply transfer approval.

All decisions will be made based on:

- **School enrollment capacity and/or grade level capacity**
- **Documented compelling hardship**
- **Student's behavior, attendance, and academic record**



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If the student plans to participate in a UIL-governed sport, please read the following requirements:

*If a student has been granted a transfer to a high school campus, the student is **ineligible** to participate in **varsity** competition until they have been continuously enrolled and regularly attending the transfer school for a calendar year (365 days). The student would be eligible for sub-varsity competition until the one calendar year (365 days) enrollment period has been satisfied.*

*Any student granted a transfer to remain enrolled in a high school currently not in their attendance zone would be **eligible** for **varsity** competition **IF** the student has been continuously enrolled and regularly attending the transfer school for a calendar year (365 days).*

If a student transfers to a Rockwall ISD high school outside their attendance zone, and their parent is employed by Rockwall ISD at that high school campus, and Rockwall ISD approves the transfer to that high school, the inter-district 365-day varsity ineligibility rule will be waived. The student is still subject to the UIL parent residency process to obtain full varsity eligibility.

*If a student who currently attends high school "A" moves their residence to the high school "B" attendance zone and wishes to enroll in high school "B," the student would be **eligible** to participate in **varsity** athletics immediately, unless overruled by a UIL governing body. A transfer would not be necessary because the student would reside in the high school's attendance zone.*

*Any student whose parents have joint managing conservatorship and each lives in different attendance zones may select which attendance zone the student will attend; however, if that student wishes to change attendance zones (high schools), the student is **ineligible** to participate in **varsity** competition until they have been continuously enrolled and regularly attending the transfer school for a calendar year (365 days). The student would be eligible for sub-varsity competition until the one calendar year (365 days) enrollment period has been satisfied.*

*Lastly, transfer students who elect at a later date to reverse their transfer and return to their home campus will be **ineligible** to participate in **varsity** competition for one calendar year (365 days) from the date of first attending classes at the home campus. A transfer application must be approved to return to the home campus.*

Please review [UIL](#) eligibility information regarding eligibility for all UIL contests.



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Closed Campuses:

Due to the rapid growth in Rockwall ISD, some campuses may be closed to intra-district transfers based on increased enrollment and available space. Please review the list of closed campuses on the district web page before submitting your transfer request form and non-refundable transfer processing fee. **Note:** The District reserves the right to place additional campuses on the closed campus list and/or close a grade level to transfers even though the campus is not currently on the closed campus list.

If a transfer is granted, the parent and student must abide by the following Transfer Agreement:

Transfer Agreement

The parent requesting a transfer and the student granted a transfer agree to abide by the receiving school's standards for attendance, discipline, and academics. A student must have a good attendance and discipline record to be considered for a transfer. School transportation is **not** provided to transfer students. Transfer students must be delivered and picked up on time.

Transfers **may be revoked** during the current school year or **not renewed** for the following year if a student violates discipline, attendance, or academic standards. If revoked, a student is not eligible to request another transfer.

Transfer Process:

The transfer application for 2024-2025 will be available online, beginning April 1-June 1, and can be accessed here: [Transfers](#).

A link to the online payment screen will be provided within the application to pay the \$50 administrative processing fee by debit/credit card.

If you have any issues accessing the online information or have additional questions, please email Tanya Murphy at tanya.murphy@rockwallisd.org

Parents and campus personnel will be notified by email of the approval or denial of the transfer request.