

Student Transfer Request  
**School Year 2025-2026**

Moran Independent School District

**Students new to MISD must complete both sides.**

Student's Name \_\_\_\_\_

Student's MISD ID # \_\_\_\_\_ Student's Date of Birth \_\_\_\_\_

Current District Attending \_\_\_\_\_ Grade 2025-2026 \_\_\_\_\_

**REQUEST TRANSFER TO:**

\_\_\_\_\_

**REASON FOR TRANSFER  
REQUEST (required)**

\_\_\_\_\_

Sibling/s Already Attending \_\_\_\_\_

Parent(s)/Guardian(s) Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number (s) Home \_\_\_\_\_ Cell \_\_\_\_\_

Work \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_

**Campus Assignment Priority & Conditions of Transfers**

1. Students who attended the school during the prior school year and reapplied for transfer by the designated deadline. (If necessary, tenure or length of time at the school will be considered.)
2. Sibling(s) of a current student enrolled at the requested campus.
3. Student whose parent is a current full-time employee of MISD.
4. Date and time transfer requests were received by MISD Administration Office.
5. If a child has special program needs, the campus ARD Committee will review transfer request and availability of services.
6. MISD provides transportation for transfer students in the Albany, Cisco and Breckenridge districts.

☐

Approved for transfer

Principal signature \_\_\_\_\_ Date \_\_\_\_\_

Superintendent signature \_\_\_\_\_ Date \_\_\_\_\_

**Please return transfer request form to Jeannie TenCate at the front office or email to [jtencate@moran.esc14.net](mailto:jtencate@moran.esc14.net).**

**Moran Independent School District**  
**Student Transfer - Additional Information Form**  
To be completed for new students applying for transfer into MISD  
**2025 - 2026**

Student's Name \_\_\_\_\_

Please circle the appropriate response.

Yes      No      Is English spoken in your home most of the time? If no, what language is spoken?

\_\_\_\_\_

Yes      No      Have you ever suspected that your child might have a learning disability?

Yes      No      If yes, has your child ever been referred for a comprehensive assessment?

If yes, please give referral date and who did the evaluation.

Date \_\_\_\_\_ Evaluator \_\_\_\_\_

Please identify the educational services your child may need.

Yes      No      Modifications in the regular classroom

Yes      No      Gifted & talented instruction

Yes      No      Special education instruction

Yes      No      Dyslexia services

Yes      No      Related services: (please circle) Occupational therapy, physical therapy, speech therapy, psychological therapy, adaptive phys. educ., assistive technology or specialized equipment.

Yes      No      Has this student been retained? If yes, list grade level(s) \_\_\_\_\_

Yes      No      Has this student ever been suspended, expelled and/or attended an alternative education program for disciplinary reasons? If yes, explain

\_\_\_\_\_

Yes      No      Has this student ever been cited for failure to attend school or truancy?

**MISD does not accept transfers into the District Alternative Education Program.**

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Please return this form along with a completed and signed Application for Transfer form to Jeannie TenCate at the front office or email to [jtencate@moran.esc14.net](mailto:jtencate@moran.esc14.net).



## Moran Independent School District

### Guidelines for Transfer Requests

**2025-2026**

MISD transfer policy requires that students apply for a transfer every year. The Student Transfer Request form is available. **To request a transfer, please return the form, in person or by email, to Jeannie TenCate, [jtencate@moran.esc14.net](mailto:jtencate@moran.esc14.net).**

#### **Important Dates**

Transfer applications for 2025-2026 will be accepted beginning May 1, 2025. To retain priority placement status, students enrolled in 2025-2026 must reapply for transfer by May 20, 2025.

The deadline for transfer requests from enrolled students is May 21th. After May 21th will only be granted under extenuating circumstances as approved by the Superintendent or designee.

All transfer students are subject to denial if class sizes exceed allowable limits.

The Superintendent may designate specific grade levels that will be closed to new transfer applications due to projected space availability.

**Students must maintain good attendance, behavior, and work habits to be eligible for transfer.**

#### **Transportation Policy**

MISD does provide transportation for transfer students. (bus services are a privilege to Cisco, Breckenridge and Albany.)

#### **Students Requiring Special Needs or Additional Programs**

If a child has special program needs, the campus ARD Committee will review transfer requests and availability of services. A change in programs/services needed during the school year will require the transfer to be reevaluated to determine the availability of the needed programs/services.

#### **Additional Information**

Please contact Ryan McElroy at (325) 945-3101 or Jeannie Ten Cate at (325) 945-3101 if you have any additional questions.

Transfer students at Moran ISD are taken in as one of our own. From time to time MISD receives students who are transfers because their guardians have an issue with the previous district, then after a short time the guardians have an issue with MISD. PLEASE try to reconcile issues with the district you are in before applying.

Parent/guardian signature \_\_\_\_\_ date \_\_\_\_\_