

ADMISSIONS  
INTERDISTRICT TRANSFERS

FDA  
(EXHIBIT)

See the following pages for forms regarding student transfers:

Exhibit A: Future District Residents

### Future District Residents

A student who will be moving into the District and who has entered into an agreement with the Superintendent and/or designee shall be allowed to transfer under the following circumstances:

1. The administration has received an affidavit as to residency intent signed by the parent, guardian, or other person having lawful control of the student. [See FDA(EXHIBIT A)]
2. The administration has received a contract of sale fully executed by all parties on a home and lot wherein the transaction will be closed and the proposed resident will occupy the residence in the District within eight weeks from the date of the affidavit as to residency intent for admission to the District.
3. The administration has received any other fully executed form of contract, including builder's contracts, signed by all parties, for a home and lot wherein the transaction will be closed and the proposed resident will occupy the home in the District within eight weeks from the date of the affidavit as to residency intent for admission to the District.
4. The administration has received a lease agreement fully executed by all parties for a home or apartment wherein the proposed resident will occupy the residence in the District within eight weeks from the date of the affidavit as to residency intent for admission to the District.

If the documents are acceptable to the District and a transfer agreement is entered into, the student shall be allowed to enroll and attend until the actual date of residency in the District. If the affidavit or contract of sale or lease agreement is not fulfilled within the said eight weeks, the student shall be withdrawn from the school within five school days after demand by the District. However, the Superintendent and/or designee may consider extenuating circumstances and may modify the eight-week requirement in a situation deemed appropriate for modification.

The District shall **not** provide transportation for transfer students, except as required by law.

**EXHIBIT A: COPPELL ISD AFFIDAVIT OF RESIDENCE**

*Note: This affidavit is subject to verification by the CISD Residency Officer.*

Before me, the undersigned authority on this day, personally appeared \_\_\_\_\_ (name of resident/taxpayer), phone number \_\_\_\_\_, who being sworn by me upon oath stated:

I am over 18 years of age and am fully competent to make this affidavit. I have personal knowledge of the facts stated herein. I currently reside within the Coppell Independent School District at:

Address \_\_\_\_\_, \_\_\_\_\_, TX \_\_\_\_\_

And hereby certify that: (names of children of school age).

STUDENT NAME	GRADE	CAMPUS
_____	_____	_____
_____	_____	_____

reside(s) with me at said address. I realize that any known false information set out in this affidavit is perjury, and offense under Section 37.10 of the Texas Penal Code, and if an ineligible student is enrolled in the District on the basis of information knowingly falsified by me, I am liable to the District for the cost of that student's education (\*\$48.00 daily rate for the 202\_\_-202\_\_ school year). I further stipulate that residence in the District has not been established for the primary purpose of participating in extracurricular activities.

I also, understand that if residence is no longer established in the CISD district while school is in session, this enrollment form is invalid and the student(s) must be withdrawn immediately. Failure to withdraw student(s) makes me liable to the district for the number of days of ineligible enrollment.

\_\_\_\_\_  
Print Name of Coppell Resident/Taxpayer                      Signature

Are the Student's Parent(s)/Guardian(s) residing at the above address?    Yes / No

Parent(s)/Guardian(s): \_\_\_\_\_ Parent  
email: \_\_\_\_\_ Parent phone: \_\_\_\_\_

STATE OF TEXAS:  
COUNTY OF DALLAS:

SWORN TO me and subscribed before me by \_\_\_\_\_ (resident/taxpayer) on the \_\_\_\_ day of \_\_\_\_\_, 202\_\_.

(SEAL)

\_\_\_\_\_  
Notary Public in and for the State of Texas