

## WEST OSO INDEPENDENT SCHOOL DISTRICT

5350 Bear Ln Corpus Christi, Texas 78405 PEIMS Department Amberlee Johnson – PEIMS Coordinator

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Dear Parents and Guardians,

Thank you for your interest in West Oso Independent School District.

Out of District Student Transfers are considered on a case-by-case basis. Transfers are approved for the applicant student only. District approval of a transfer creates no right or expectation that another student from the same family will be admitted as a transfer.

## District Protocols for the 2023-2024 School Year are as follows:

## **NEW STUDENTS**

If your child is applying for an Out of District Transfer for the 2023-2024 academic school year, the following documentation will be required when submitting your child's transfer application.

- 1. Final Report Card for the 2022-2023 school year
- 2. STAAR/EOC scores
- 3. Attendance Records
- 4. Immunizations Records
- 5. Discipline Records (i.e. expulsion, DAEP);
- 6. Special Services (i.e. IEP, GT, ESL, bilingual, 504, dyslexia, etc.)
- 7. Residency form (provided at campus)
- 8. If you are a guardian of the student, guardianship paperwork or CPS orders will be required.

Student transfer applications will remain incomplete without required documentation.

## **RETURNING STUDENTS**

The following documentation will be required if your child is a returning student on an Out of District Transfer or a returning student who has moved out of the WOISD Boundaries.

- 1. Final Report Card for the 2022-2023 school year
- 2. Attendance Records
- 3. Discipline Records
- 4. Residency form (provided at campus)

Upon completion of the transfer application and corresponding documentation, Campus Principal and Executive Director of Student Services will review all documents for final disposition. The applicant will be notified regarding the final decision.

Further questions can be directed to Amberlee Johnson, PEIMS Coordinator at 361-806-5900 or via email at amberlee.johnson@westosoisd.net or Mrs. RJ Alvarado, Executive Director of Safety, Security, & Student Services at 361-506-5911 or via email at rj.alvarado@westosoisd.net