

JISD Employee Student Transfer Guidelines

Joshua ISD allows employees who reside outside of Joshua ISD to transfer their children into the district free of charge if all transfer criteria is met.

Transfer schools: Plum Creek Elementary, Loflin Middle School, and Joshua High School

2009 – 2010 and beyond, the following exceptions apply for:

Students of Elementary Employees:

Elementary students may attend the elementary school where their parent works if they live outside of JISD or in JISD.

Students of Loflin Middle School Employees:

Elementary students whose parent works at Loflin Middle School may attend Caddo Grove Elementary if they live outside of JISD or in JISD. If the employee lives outside of JISD and chooses to attend Plum Creek Elementary, shuttle service will not be provided.

Students of JISD Administration Building Employees:

Elementary students whose parent works at the JISD Administration Building may attend Staples Elementary if they live outside of JISD or in JISD.

2008 – 2009 and prior:

Elementary students may continue to attend the transfer school they have previously attended until the sixth grade or they may attend Plum Creek Elementary.



310 E. 18th Street
Joshua, TX 76058
Phone: 817-202-2500 or 817-426-7500
Fax: 817-641-2738

EMPLOYEE ATTENDANCE ZONE TRANSFER APPLICATION

Employee Information Section: (PLEASE PRINT)

Name: _____ Assigned Campus: _____

Employee's Position: _____

Street Address: _____

City, State, Zip code: _____

Telephone Number: _____
Home Cell Work

JISD Elementary School Attendance Zone (where you reside): _____

Student Information Section: (PLEASE PRINT)

Student's Name(s): _____ Grade: _____

_____ Grade: _____

_____ Grade: _____

_____ Grade: _____

Requested JISD Elementary School Attendance Zone
(campus where you want your child/children to transfer): _____

Reason for Request: _____

I understand transportation will not be provided by JISD. All approved Attendance Zone Transfers will be notified via district e-mail address.

Employee Signature Date

ALL EMPLOYEE TRANSFER APPLICATIONS MUST BE SUBMITTED TO THE SUPERINTENDENT'S OFFICE.

The above student transfer request was APPROVED / DENIED on _____ by _____
Assistant Superintendent