



## TULSA HONOR ACADEMY OPEN TRANSFER POLICY

Adoption Date	Effective Date	Revision Date(s):
December 21, 2021	January 1, 2022	June 21, 2022 September 20, 2022 December 13, 2022
<b>Link to online Student Transfer Application:</b> <a href="https://sde.ok.gov/student-transfers">https://sde.ok.gov/student-transfers</a>		

The school district will not accept or deny a transfer based on ethnicity, national origin, gender, income level, disabling condition, proficiency in the English language, measure of achievement, aptitude or athletic ability. The school district will begin accepting applications for the next school year starting in January at a date determined annually. Receipt of applications will be documented by the district so that the district may review those applications in the order submitted for purposes of capacity limitations. The administration will not approve or deny transfers received for the next school year until after the April 1 capacity data is determined for each grade level and site within the school district.

Transfers that have previously been approved by the school district will remain in effect for future school years. The district will not require parents resubmit a new application each school year and will advance the previous application of an enrolled scholar amending only the grade placement of the scholar. A scholar who has attended THA as a resident student for at least three (3) years prior to becoming eligible to apply as a transfer student may be allowed to transfer to THA regardless of capacity.

A transfer may be requested at any time in the school year. State law does limit the ability of a scholar to transfer no more than two (2) times per school year to one or more school districts in which the scholar does not reside. Exceptions to this limit will exist for scholars in foster care. Scholars are legally entitled to reenroll at any time in his or her school district of residence. Any brother or sister of a scholar who transfers may attend the school district to which their sibling transferred as long as the school district has capacity in the grade level. A separate application must be filed for each scholar so that the district can timely consider requests in the order applications are received.

It is the policy of the board of education that any legally transferring scholar shall be accepted by the district if the district has the capacity to accept the scholar at the grade level at the school site.

By the first day of January, April, July and October, the board of education shall establish the number of transfer scholars the district has the capacity to accept in each grade level for each school site within the district. The number of transfer scholars for each grade level at each site that the district has the capacity to accept will be posted in a prominent place on the school district's website. The district shall report to the State Department of Education the number of



transfer scholars for each grade level for each school site which the district has the capacity to accept.

The district has a capacity of 95 in Grade 5 at Tulsa Honor Academy Middle School.  
The district has a capacity of 105 in Grade 6 at Tulsa Honor Academy Middle School.  
The district has a capacity of 105 in Grade 7 at Tulsa Honor Academy Middle School.  
The district has a capacity of 105 in Grade 8 at Tulsa Honor Academy Middle School.  
The district has a capacity of 105 in Grade 6 at Tulsa Honor Academy Flores Middle School.  
The district has a capacity of 105 in Grade 7 at Tulsa Honor Academy Flores Middle School.  
The district has a capacity of 50 in Grade 8 at Tulsa Honor Academy Flores Middle School.  
The district has a capacity of 150 in Grade 9 at Tulsa Honor Academy High School.  
The district has a capacity of 130 in Grade 10 at Tulsa Honor Academy High School.  
The district has a capacity of 115 in Grade 11 at Tulsa Honor Academy High School.  
The district has a capacity of 70 in Grade 12 at Tulsa Honor Academy High School.

A scholar shall be allowed to transfer to a district in which the parent or legal guardian of the scholar is employed, regardless of district capacity.

The school district shall enroll transfer scholars in the order in which they submit their applications. If the number of scholar transfer applications exceeds the capacity of the district, the district shall select transfer scholars in the order in which the district received the application. Scholars who are the dependent children of a member of the active uniformed military services of the United States on full-time active-duty status and scholars who are the dependent children of the military reserve on active duty orders shall be eligible for admission to the school district regardless of capacity of the district. Scholars shall be eligible for military transfer if:

1. At least one parent of the scholar has a Department of Defense issued identification card; and
2. At least one parent can provide evidence that he or she will be on active-duty status or active-duty orders, meaning the parent will be temporarily transferred in compliance with official orders to another location in support of combat, contingency operation or a national disaster requiring the use of orders for more than thirty (30) consecutive days.

If a transfer request is denied by the administration, the parent or legal guardian of the scholar may appeal the denial within ten (10) days of notification of denial to the board of education. The board of education shall consider the appeal at its next regularly scheduled board meeting if notice is provided prior to the statutory deadline for posting the agenda for the meeting. If notice is after the deadline for posting, the board may consider the appeal at a special meeting of the board of education.

During the appeal, the board of education will meet with the administration and parent or legal guardian of the scholar in executive session. While in executive session the administration will explain why the transfer was denied, and the members of the board will be able to ask questions



of the administration. The board will then hear from the parent or legal guardian as to why the transfer should have been approved. The members of the board will be able to ask questions of the parent or legal guardian. The administration and the parent or legal guardian will be excused from the executive session while the board deliberates on the appeal. The board will return to open session and will vote to approve the denial or overturn the denial of the transfer.

If the board of education votes to uphold the denial of the transfer, the parent or legal guardian may appeal the denial within ten (10) days of the notification of the appeal denial to the State Board of Education. The parent or legal guardian shall submit to the State Board of Education and to the superintendent of the district, a notice of appeal on the form prescribed by the State Board of Education.

A scholar who enrolls in a school district in which the scholar is not a resident shall not be eligible to participate in school-related extramural athletic competition governed by the Oklahoma Secondary School Activities Association for a period of one (1) year from the first day of attendance at the receiving school unless the transfer is from a school district which does not offer the grade the scholar is entitled to pursue as per 70 O.S. § 8-103.2.

**LEGAL REFERENCES:**      **70 O.S. §1-114**  
                                     **70 O.S. §1-113**  
                                     **70 O.S. §5-117.1**  
                                     **70 O.S. §8-101, et seq.**  
                                     **70 O.S. §24-101, et seq.; §24-102**  
                                     **Family Education Rights and Privacy Act**  
                                     **Atty. Gen. Op. No. 87-134, April 1, 1988**