

INFORMATION ON STUDENT TRANSFERS FOR DISTRICT ADMINISTRATORS

DECEMBER 2021



[Senate Bill 783](#) enacts significant reforms to Oklahoma's school transfer requirements for accepting and denying student transfers. This bill requires local school boards to adopt a policy to determine the number of transfer students the district has the capacity to accept at each grade level and school site. School districts are required to list enrollment capacities on their websites and to report transfer approvals and denials to the OSDE. This information will be later audited by the Office of Educational Quality and Accountability (OEQA).

Beginning January 1, 2022, school boards are required to:

- › **Begin accepting student transfers** regardless of residency or time of year.
- › **Have adopted a local policy** to determine capacity, as appropriate.
- › **Post the policy** on the district website.

Every January 1, April 1, July 1, and October 1:

- › School boards are required to **establish transfer capacities** in each grade level for each school site.
- › School districts are required to **publish and report** the number of transfer students the district has the **capacity to accept**.
- › School districts are required to **submit the number of student transfers** approved and denied to the OSDE.
 - This includes a list of student names and other information every quarter.
- › **OSDE is required to publish this information on its website** and make available to OEQA.
- › OEQA is required to conduct an annual audit.

Reoccurring as Needed:

- › If a transfer is denied, a **parent can submit an appeal** to the receiving district school board within 10 days of denial. The appeal is required to be considered at the next scheduled local school board meeting.

Resources:

Below is a list of resources available on the [Student Transfers Page](#) that may be helpful for you and your teams as you implement the requirements of SB 783. If you have additional questions, please contact (405) 521-3335.

- › **Student Transfer Application Form:** Example of the form and online application that will be utilized to transfer their student.
- › **Student Transfer FAQs for Districts:** A compilation of frequently asked questions designed to help schools understand the requirements of SB 783.
- › **Student Transfer FAQs for Parents/Families:** A compilation of frequently asked questions designed to help parents and families understand the requirements of SB 783.
- › **Navigating the Application:** Video Tutorial (Coming Soon): Short video tutorial to help a user understand the district application functionality.