

**Gwinnett County Public Schools
Georgia Special Needs Scholarship Program (GSNS)**

Optional Intra-School Transfer Request Form

Applicable for IEP and 504 Students Only

(for additional information regarding the GSNS Program, visit <https://www.gadoe.org/External-Affairs-and-Policy/Policy/Pages/Special-Needs-Scholarship-Program.aspx>)

REQUEST MUST BE POSTMARKED BY MIDNIGHT: JUNE 7, 2024

As parent/guardian of the student below, I am requesting a transfer for my child to attend another school within Gwinnett County Public Schools, as detailed below. **This request is optional.**

Parent/Guardian Signature: _____ Date: _____

Do you plan to reside in the Gwinnett County School district in the 2024-25 school year? yes no

STUDENT INFORMATION...PLEASE PRINT

Student's Name: _____ Date of Birth: _____

Does your child have a current IEP? yes no
Does your child have a current 504? yes no
Did you fill out a Permissive Transfer Request? yes no

Decisions will be decided, and correspondence will be sent based on the address in the Student Information System. If the address listed below is different, go to your student's school to update the address.

Name of parent/guardian/other requesting transfer: _____

Address: _____

City: _____ State: _____ Zip Code: _____ County: _____

Phone: _____ E-mail: _____

2023-2024 SCHOOL YEAR INFORMATION

Did your child attend a public school in Georgia for the entire 2023-24 school year? yes no

Did your child attend a Gwinnett County school in the 2023-24 school year? yes no

2023-24 School: _____ 2023-24 Grade Level: _____

OPTIONAL REQUEST FOR TRANSFER

List top THREE choices of Gwinnett County Public Schools where you would like your child to transfer for the 2024-25 school year. Consult the GCPS website for a list of schools that are eligible to accept transfers. Please note transportation will not be provided for approved transfers...

<https://www.gcpsk12.org/schools/permissive-transfers/gwinnett-schools-accepting-permissive-transfers>

1) _____

2) _____

3) _____

For internal use only: Address Verified

School #1:

- Approved
- Denied – school not eligible to accept transfers
- Denied – school/program at capacity
- Denied – lack of alignment to the IEP/504

School #2:

- Approved
- Denied – school not eligible to accept transfers
- Denied – school/program at capacity
- Denied – lack of alignment to the IEP/504

School #3:

- Approved
- Denied – school not eligible to accept transfers
- Denied – school/program at capacity
- Denied – lack of alignment to the IEP/504

Completed forms should be faxed or postmarked by midnight June 7, 2024, to:

Gwinnett County Public Schools ATTN: Department of Special Education and Psychological Services /GSNS

437 Old Peachtree Road, NW, Suwanee, GA 30024-2978

Fax: 678-301-7222