

**TROUP COUNTY SCHOOL SYSTEM  
TRANSFER OF RECORDS AUTHORIZATION**

Rev 10/25

Student's Legal name: \_\_\_\_\_  
Last First Middle

\_\_\_\_\_  
(Student's Date of Birth)

\_\_\_\_\_  
(Student's Social Security Number)

Other name in which records may be listed: \_\_\_\_\_

Name and address of previous schools attended in the last 24 months: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Date last enrolled: \_\_\_\_\_

Grade at time of withdrawal: \_\_\_\_\_

**DISCIPLINARY HISTORY:**

- (a) Is student currently suspended or expelled from school last attended? \_\_\_\_\_
- (b) Did student withdraw from school to avoid suspension/expulsion? \_\_\_\_\_
- (c) Was student assigned to alternative school in previous school system? \_\_\_\_\_
- (d) Has student ever been suspended or expelled for being convicted of, adjudicated to have committed, indicted for or having information filed for, the commission of any felony or any delinquent act which would be a felony if committed by an adult? \_\_\_\_\_

If answer to any of the above questions is yes, please give the reason for the suspension/expulsion and date on which the suspension/expulsion ends or ended: \_\_\_\_\_

**Georgia Law, O.C.G.A. 20-2-670, requires that:**

**Transferring students making application for admission to any grade higher than 5<sup>th</sup> shall, as a prerequisite to admission, present a certified copy of his/her academic and disciplinary record from the previous school attended. Student may be conditionally admitted if he/she and parent/legal guardian provide name and address of previous school attending and sign authorization for release of all academic and disciplinary records.**

Has student ever been adjudicated guilty of a designated felony, as that term is defined by Georgia law (see reverse side)? \_\_\_\_\_

Does your child have a probation officer? If so, name of Probation Officer: \_\_\_\_\_ Phone #: \_\_\_\_\_

If yes, please supply the following information:

- (a) Date of adjudication: \_\_\_\_\_
- (b) Court, including county and state, of adjudication: \_\_\_\_\_
- (c) Offense committed: (see below) \_\_\_\_\_
- (d) Sentence imposed, including any probation or other conditions: \_\_\_\_\_  
\_\_\_\_\_

**THANK YOU FOR YOUR COOPERATION. PLEASE SEND RECORDS TO:**

**SCHOOL:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ATTN:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**RELEASE:** We hereby authorize the \_\_\_\_\_ School district or any private or public school in which my child was previously enrolled to forward to the Troup County School District immediately all academic and disciplinary records of the above named student, including SST records and special education records, if applicable.

**The student is not to report to school until the school confirms a registration appointment. Students will not be able to start school until the school receives the student's withdrawal form, academic transcript and complete disciplinary record to include any disciplinary orders.**

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Legal Guardian

\_\_\_\_\_  
Date

**Designated Felony Act**  
**O.C.G.A. § 15-11-37**

**“Designated felony act” means which:**

- (A) . . . a second or subsequent offense under subsection (b) of Code Section 16-11-132; (a person under the age of 18 years is carrying on his or her body or attached to his or her clothing a pistol or revolver and the ammunition for such pistol or revolver.)
- (B) If done by an adult, would be one or more of the following crimes:
- (i) Kidnapping or arson in the first degree, if done by a juvenile 13 or more years of age;
  - (ii) Aggravated assault, arson in the second degree, aggravated battery, robbery, or armed robbery not involving a firearm, or battery in violation of Code Section 16-5-23.1 If the victim is a teacher or other school personnel, if done by a juvenile 13 or more years of age;
  - (iii) Attempted murder or attempted kidnapping, if done by a juvenile 13 or more years of age;
  - (iv) The carrying or possessions of a weapon in violation of subsection (b) Cod Section 16-11-127-1;
  - (v) Hijacking a motor vehicle, if done by a juvenile 13 or more years of age; or
  - (vi) Any violation of Code Section 16-7-82 (manufacturing, transporting, distributing or Possession of an explosive device), 16-7-84 (distribution of certain materials to persons under 21), or 16-7-86 (attempt or conspiracy to commit any offense with regard to bombs, explosives and chemical and biological weapons) if done by a juvenile 13 or more years of age;
  - (vii) Any other act which, if done by an adult, would be a felony, if the juvenile committing the act has three times previously been adjudicated delinquent for acts which, if done by an adult would have been felonies;
  - (viii) Any violation of Code Section 16-13-31, relating to trafficking in cocaine, illegal drug, marijuana, or methamphetamine;
  - (ix) Any criminal violation of Code Section 16-14-4, relating to racketeering; or
  - (x) Any violation of code Section 16-10-52, relating to escape, if the juvenile involved in the commission of such act has been previously adjudicated to have committed a designated felony;
- (C) Constitutes a second or subsequent adjudication of delinquency based upon a violation of Code Section 16-7-85 (hoax devices) or 16-7-87 (interference with officers);
- (D) Constitutes an offense within the exclusive jurisdiction of the superior court pursuant to subparagraph (b)(2)(A) of Code Section 15-11-5 (murder, voluntary manslaughter, rape, aggravated sodomy; aggravated child molestation, aggravated sexual battery or armed robbery if committed with a firearm) which is transferred by the superior court to the juvenile court for adjudication pursuant to subparagraph (b)(2)(B) of Code section 15-11-5 or which is transferred by the district attorney to the juvenile court for adjudication pursuant to subparagraph (b)(2)(C) of code Section 15-11-5; or
- (E) Constitutes a second or subsequent violation of code Sections 16-8-2 through 16-8-9, relating to theft, if the property which was the subject of the theft was a motor vehicle.

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|--|---|
| 1. Possession of pistol or revolver (second offense)   | 15. Third offense of any act which, when committed by an adult, would be a felony   |
| 2. Kidnapping (13 years or older)  | 16. Trafficking in cocaine, illegal drugs, marijuana, or methamphetamine  |
| 3. First degree arson (13 years or older)  | 17. Racketeering  |
| 4. Aggravated assault (13 years or older)  | 18. Escape after being found guilty of a felony   |
| 5. Second degree arson (13 years or older)   | 19. Manufacture, possession, transportation, distribution, or use of a hoax destructive device or detonator and interference in the detection, disarming, or destruction of a destructive device (second offense) |
| 6. Aggravated battery (13 years or older)  | 20. Murder  |
| 7. Robbery (13 years or older)   | 21. Voluntary manslaughter  |
| 8. Armed robbery and involving a firearm (13 years or older)   | 22. Rape  |
| 9. Battery of school personnel (13 years or older)   | 23. Aggravated sodomy   |
| 10. Attempted murder (13 years or older)   | 24. Aggravated child molestation  |
| 11. Attempted kidnapping (13 years or older)   | 25. Aggravated sexual battery   |
| 12. Possession of a weapon on school property, including buses, or in a school zone (13 years or older)                              |   |
| 13. Hijacking a motor vehicle (13 years or older)  |   |
| 14. Manufacture, transportation, distribution, possession, use, or offer of distribution of any explosive device (13 years or older) |   |