



**Georgia Department of Education
Georgia Special Needs Scholarship Program
Transfer Information**

Dr. John D. Barge, State School Superintendent
"Making Education Work for All Georgians"

This document is for parent(s)/guardian(s) whose child is participating in the Georgia Special Needs Scholarship Program (GSNS) for the 2013 - 2014 school year. For other information or to learn more about the Georgia Special Needs Scholarship (GSNS) Program visit the web page at <http://www.gadoe.org/External-Affairs-and-Policy/Policy/Pages/Special-Needs-Scholarship-Program.aspx>; click on *Additional Resources* link.

Transferring a Student from One Authorized Private School to Another Authorized Private School

At any point during the school year, a parent/guardian can transfer a GSNS student to another private school authorized to participate in the GSNS Program. The 2013 – 2014 authorized private school list is posted on the GSNS web page.

To maintain a student's scholarship, the GaDOE recommends that a parent/guardian should not remove a student from his/her current private school until a parent/guardian has received acceptance from another authorized private school.

Four scholarship payments are issued during a fiscal year. A payment calendar is posted each school year and outlines the periods each payment covers and when payments will be sent during a school year. A parent/guardian should review the payment to see when payments are issued and how this could affect which private school will receive a payment during an educational cycle.

IMPORTANT: A student must be enrolled and attending an authorized private school for a majority of school days during a payment cycle to be eligible to receive a payment for that cycle. The majority date for each payment cycle is listed on the payment calendar.

- If a student transfers from one authorized private school to another **before** the majority date during a payment cycle then the private school the student **transferred to** will receive the payment.
- If a student transfers from one authorized private school to another **after** the majority date during a payment cycle then the private school the student **transferred from** will receive the payment.
- If a student withdraws from a private school **before** the majority date during a payment cycle and does not transfer to another authorized private school, no scholarship payment for the student will be issued. In any of the above transfer examples, a private school can collect amounts owed it directly from a student's parent(s).

If a Student is Expelled

If a GSNS student is expelled from a private school, a parent/guardian will have 30 calendar days to find another placement for a student at another authorized private school.

If by day 31 a parent/guardian has not secured a placement for a GSNS student at another authorized private school, the student's eligibility for the GSNS Program will end. A student will need to regain his/her eligibility for the GSNS Program.

Expulsion of a GSNS student from a private school does not release a parent/guardian from an obligation to pay tuition and/or fees owed to a private school.



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IMPORTANT: A student must be enrolled and attending an authorized private school for a majority of school days during a payment cycle to be eligible to receive a payment for that cycle. The majority date for each payment cycle is listed on the payment calendar. If a student is expelled from a private school **before** the majority date during a payment cycle and does not transfer to another authorized private school, no scholarship payment for the student will be issued. A private school can collect amounts owed it directly from a student's parent(s).

Transferring a Student from an Authorized Private School Back to a Georgia Public School

If a parent/guardian transfers a GSNS student back into public school during the school year, the scholarship for a student will end. A student will need to regain his/her eligibility for the GSNS Program.

Returning a student to public school does not release a parent/guardian from an obligation to pay tuition and/or fees owed to a private school.

IMPORTANT: A student must be enrolled and attending an authorized private school for a majority of school days during a payment cycle to be eligible to receive a payment for that cycle. The majority date for each payment cycle is listed on the payment calendar. If a student withdraws from a private school **before** the majority date during a payment cycle and does not transfer to another authorized private school, no scholarship payment for the student will be issued. A private school can collect amounts owed it directly from a student's parent(s).