Gifted Eligibility

Georgia Department of Education

Richard Woods, Georgia's School Superintendent
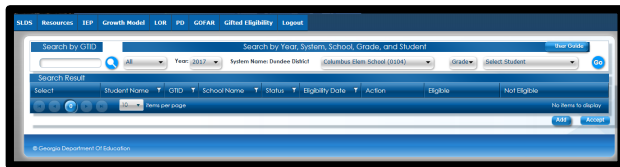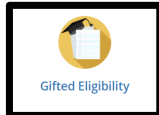*"Educating Georgia's Future"*

How To Create a New Form Record for a Student

1. Click the **Gifted Eligibility** tab from the menu bar or tile (from Teacher Dashboard) to open the Gifted Eligibility main search window.

2. Use one of the two available search features to locate a student in your school/district. If searching by GTID you will have to use the Search icon to apply your ID choice.
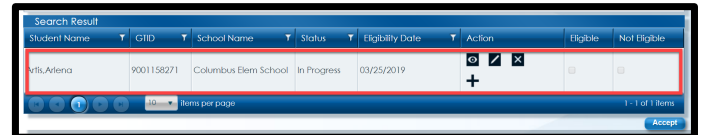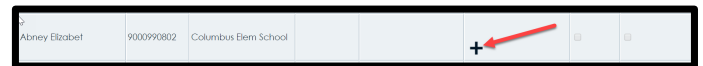
   OR

   Search by School Year/School/Grade to create a roster of students based on your selection. Click **Select Student** drop-down to pick the name of the student from the roster list and click the **GO** button.
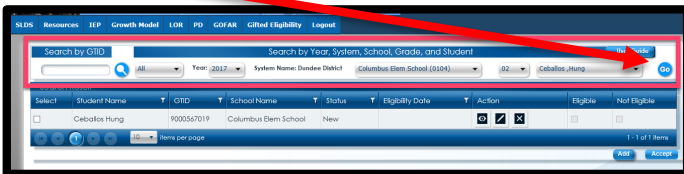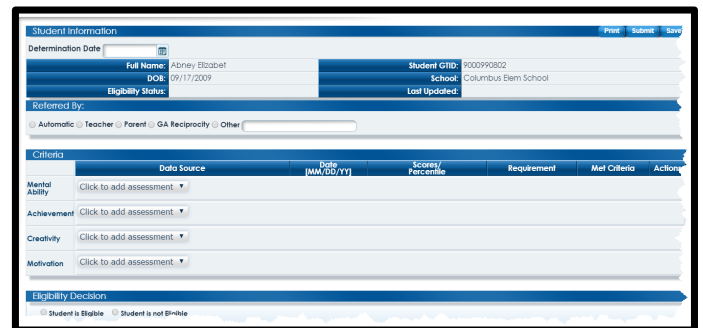
3. The name of that student will display in the Search Result window.

4. Click the **+** (Plus) in the Action column to display a new Gifted Eligibility form.

5. You can now add any/all relevant information regarding this student to the Gifted Eligibility form.

   Click Gifted Eligibility Form to learn more about this SLDS feature.