

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

IMPORTANT: This document is for parent(s)/guardian(s) whose child is participating in the Georgia Special Needs Scholarship Program (GSNS) for the 2011 - 2012 school year. This is an attempt to summarize important requirements related to transfers through the GSNS Program. This page is only a guide. The provisions written in GSNS law and rule take precedence.

The GSNS Program is administered by the Georgia Department of Education (GaDOE). Public or private schools and school districts are not responsible for providing information regarding the GSNS Program nor are they responsible for administering the GSNS Program. A parent/guardian with questions regarding the GSNS Program should visit the GSNS web page at <http://public.doe.k12.ga.us/sb10.aspx> for complete information.

**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 2011 – 2012 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 parent/guardian should review the payment calendar posted on the GSNS webpage to see when payments are issued and how this could affect which private school will receive a payment during an educational cycle.

Transferring a student to another private school does not dismiss a parent/guardian from an obligation to pay tuition and/or fees owed to the original private school.

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.

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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.

A GSNS 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 cutoff dates for a student to be eligible to receive a payment for a cycle are provided in the payment calendar posted on the GSNS webpage. If a student withdraws from a private school prior to the date designated for each payment cycle and does not transfer to another authorized private school, no scholarship payment for the student will be issued. Withdrawal from a private school does not release parents from any contractual obligations they have entered into with a private school. A private school can collect amounts owed it directly from a student's parent/guardian.

**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.

A GSNS 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 cutoff dates for a student to be eligible to receive a payment for a cycle are provided in the payment calendar posted on the GSNS webpage. If a student withdraws from a private school prior to the date designated for each payment cycle and does not transfer to another authorized private school, no scholarship payment for the student will be issued. Withdrawal from a private school does not release parents from any contractual obligations they have entered into with a private school. A private school can collect amounts owed it directly from a student's parent/guardian.