



March 9, 2018

INTRADISTRICT STUDENT CHOICE SY2018-2019

Dear Parent or Legal Guardian:

Beginning March 12, Atlanta Public Schools (APS) will accept applications for the SY2018-2019 School Choice Transfers (General Administrative Transfers and Georgia Special Needs Scholarship Transfers).

Georgia's Public School Choice law allows residents of the City of Atlanta to attend a public school outside of their zoned school if space is available. Persons living outside the City of Atlanta boundaries may apply to attend an Atlanta Public School if space is available and with the payment of non-resident tuition.

APS offers two types of intradistrict school choice transfers:

1. General Administrative Transfers – permits a student to attend an out of zone school through completion of the highest grade of the school.
2. Georgia Special Needs Scholarship Transfers – permits eligible special education students to request a transfer to another APS school on the basis of special needs.

A list of transfer schools will post to the APS Student Transfer website starting March 5, and parents/guardians can complete the General Administrative Transfers and Georgia Special Needs Scholarship Transfers online at the APS Student Transfer website: <http://www.atlanta.k12.ga.us/transfers>. Paper applications are available at the Department of Student Assignment, located at: 130 Trinity Avenue (2nd Floor), Atlanta, Georgia 30303.

Please review the transfer list carefully. **Only applications requesting a school from the transfer list will be accepted.** Transfer application submission dates:

Monday – Friday

March 12 – March 30

8:30 a.m. – 4:00 p.m.

The deadline to submit a SY2018-2019 transfer request is March 30, 2018. In the event a particular school has available space and the number of transfer requests exceeds spaces available, a random lottery will be held.

The following documents are required with your application:

1. Photo identification or APS employee badge;
2. A Deed, Mortgage Statement, or Lease/Rental Agreement (or current HUD Certificate of Compliance/Annual Renewal Notice) in the owner or primary renters name and showing residence property address; and
3. Georgia Power Bill (current within the last 30 days).

Important Notices:

- The law requires the parent/guardian to assume all costs and responsibilities related to the transportation of the student to and from the transfer school as long as the student attends that school.
- **Siblings:** There is no priority given for siblings.
- A transferring student who completes all grades available at the receiving school is not automatically eligible for enrollment to the feeder school. When a student moves from elementary to middle school or middle to high school, a new transfer request must be submitted.
- Any student transferring under this law shall be subject to the eligibility requirements of the Georgia High School Association.

If you have questions regarding general administrative transfers, please contact Student Assignment at (404) 802-2233 or email studentassignment@atlantapublicschools.us.