

Hall County School System
House Bill 251 (2021-2022)
Public School Choice Framework
HB 251 Transfer Request Form for K-12 Enrollment

Parents: Please complete this form and mail it to:
Mr. Kevin Bales; 711 Green Street; Gainesville, GA 30501

Deadline for HB 251 Applications: March 31, 2021
Parents will be notified of enrollment decision by April 23, 2021

Because of a later kindergarten registration this year, kindergarten acceptances may be delayed until May 1.

Under a 2009 state law (O.C.G.A. § 20-2-2131), parents may request a transfer to another public school within their local school district, as long as there is classroom space available after all assigned students have been enrolled. If you wish to request a transfer, please complete the information below.

Parent Transfer Request Form (Parents must complete)

Date _____ Student's Name _____

Grade level for Fall, 2021 _____ Birth Date _____ Age _____

Hall County Student ID: _____

Name of Custodial Parent or Guardian requesting transfer _____

Home Address _____
Street City State Zip

Phone _____ E-Mail _____

To which Hall County School is the student zoned to attend in 2021-2022? _____
Name of School

Parent Request for School Transfer

I _____ am requesting a transfer for _____
Name of Parent/Guardian Student's Legal Name

to attend one of the following schools in the district *if space is available*.

Parent/Guardian Ranked List of Schools for Transfer (where more than one school is available).

1st choice) _____ 2nd choice) _____

Check this box if student is in foster care as there is additional paperwork to complete.

General Information

- **Two current and valid Proofs of Residency (see hallco.org for POR information) are required and should be attached to this form for school verification.**
- **Hall County Schools does not provide bus transportation to and from school for transfer students; parents are responsible for transfer student’s transportation to and from school.**
- A new student must register in the school attendance zone where he/she lives.
- Approval for one child to enroll out-of-zone is not applicable to other children in the same family.
- In order for transfer enrollment to continue, parents are expected to maintain a collegial relationship with school staff and to support school policies and procedures.
- With approval of Superintendent or his/her designee, principal may request that out-of-zone attendance be terminated based on one or more of the following reasons:
 - Discipline issues
 - Excessive absences, tardies, or late pick-up of student
 - False information is given on the application form or other records; or other just cause
- **GHSA:** As governed by the Georgia High School Association (GHSA) By-Laws, a student who has **not yet** established eligibility at a member high school will be eligible to play in varsity competition for the first year of enrollment. If a student transfers to a Hall County School after having established eligibility in 9th grade (or after) by enrolling in another GHSA member school, then he/she will not be eligible to play in varsity competition for a full year. Unless there is a bona fide move, if after having established eligibility, a student then transfers to a different school, then he/she will not be eligible to play in varsity competition for a full year from the date of transfer. *Please see the GHSA guidelines for further information.*

Parent/Guardian: Please sign below and submit this transfer request form to the address listed above.

False Swearing Notice (O.C.G.A. § 16-10-71)

A person to whom a lawful oath or affirmation has been administered or who executes a document knowing that it purports to be an acknowledgment of a lawful oath or affirmation commits the offense of false swearing when, in any matter or thing other than a judicial proceeding, he knowingly and willfully makes a false statement. A person convicted of the offense of false swearing shall be punished by a fine of not more than \$1,000.00 or by imprisonment for not less than one nor more than five years, or both.

I have read, understood, and will support the information above. I swear/affirm under penalty of law, that the information given on this form is correct, that the above address is the primary residence where my child and I live, and that I will notify the school of any change in residency status within 5 days of the change.

If student is not currently enrolled in HCSD, please attach transcript and educational records to determine available space to meet your child’s learning needs.

Parent/Guardian Signature Date

For Receiving School/System Use Only

Two proofs of residence verified on: _____ **by:** _____
(Date verified) *(Signature of School Counselor)*

Approved Denied

Superintendent/Designee Signature Date

REQUIRED DOCUMENTS

Please attach two (2) Proofs of Residency

Two proofs of residency documents from Option 1 or Option 2 below:

Option 1: If you currently own or rent your residence, please provide the following two documents that reflect your current address (primary residence):

I. A current utility bill (within 30 days). This can include gas, electric, water, or cable/satellite;

AND

II. A deed; property tax statement; mortgage statement; non-contingent sales contract; or current lease/rental agreement signed by both the owner and lessee of the residence

Option 2: If you are unable to provide proof of residency in your name, please provide the following two documents:

I. Hall County School District Residency Affidavit in [English](#) or [Spanish](#),

AND

II. One of the following:

a. A current utility bill (within 30 days) reflecting your current address in your name: This can include gas, electric, water, or cable/satellite; OR

b. Your current income tax return; paycheck stub; homeowner's or renter's insurance policy; Medicaid card; or other official correspondence from a government agency; OR

c. A current utility bill (within 30 days) in the *property owner's* name. This can include gas, electric, water, or cable/satellite; OR

d. A current mortgage statement, deed, or property tax statement in the *property owner's* name; or a lease/rental agreement signed by the owner and the lessee of the residence