

PUBLIC SCHOOL TRANSFERS

What are the rules and requirements for transferring?

- Any public school student in the state of Georgia has the option to transfer to another public school in the state.
- Students must be attending a public school to transfer into another public school.
- Students attending charter, private, or virtual schools must first enroll in the public school they're zoned for, then apply for a transfer.
- The only requirement to transfer from one public school to another is the approval of the school being transferred into.
- It is the parent or guardian's responsibility to transport the student to the school (bus service varies district to district).
- There aren't any age or grade restrictions for transfers, and students can transfer schools for any reason at any time. The only barriers to transfers are school's capacities and their ability to accept new students.

Is there a cost for transferring?

There is no fee to apply for a school transfer.

- If a student is transferring to a school in the same district, schools are not allowed to charge any fees or tuition.
- If a student is transferring to a school in a different district, public schools have the option to charge that student tuition. The tuition costs are the responsibility of the student's family.

Steps for transferring schools:

1. **Contact the school system you are trying to transfer into** to see which schools will be accepting transfers and in which grades. Each system is required to notify parents by July 1 of each year which schools have space available.
2. **Access a transfer request** on the school district's website, at the district office, or at the school, and complete the transfer application. Some school systems require parents to complete the application in person at the district office. Application periods can be as short as 1-2 weeks. The application period for many districts is in June or July but can be as early as January. Contact the district you're transferring into to inquire.
3. **If more students apply than there is space available**, some school systems make decisions on a first come, first served basis, while others hold a random lottery.
4. **Following the application deadline**, the school system will notify parents if their transfer request was accepted or denied.