

# Chattooga County School System

## HB 251 Parent Transfer Request Form

Under 2009 state law (O.C.G.A. § 20-2-2131), parents may request a transfer to another public school within their local school district based upon available space as determined by the district.

**Application is due to the Chattooga County Board of Education  
before the end of business on September 1, 2022.**

If you would like to request a transfer, please complete this form and **hand deliver or mail to:**

Chattooga County Schools  
Attention: Mr. Jeff Martin, Title I Director  
33 Middle School Road  
Summerville, Georgia 30747

### **Student Information** (Complete one form per student.)

Date: \_\_\_\_\_ Student's Name (Print) \_\_\_\_\_

Current school the student is zoned to attend. \_\_\_\_\_  
Name of School

Grade for 2020-21 \_\_\_\_\_ Student's Date of Birth (month/day/year) \_\_\_\_\_ Age \_\_\_\_\_

Name of Custodial Parent or Guardian requesting transfer \_\_\_\_\_

Home Address \_\_\_\_\_  
Street City, State, ZIP

Parent's/student's mailing address if different than the above home address.

Phone (\_\_\_\_\_) \_\_\_\_\_ E-Mail (if available) \_\_\_\_\_

I \_\_\_\_\_, am requesting the transfer of \_\_\_\_\_,  
(Print – Name of Parent/Legal Guardian) (Print – Student's Legal Name)

to attend one of the following schools in the school district that he/she is not currently zoned to attend. I fully understand that my child may receive one of my school choices if space is available in the grade level he/she is enrolled in at the time the public lottery is conducted and the transfer approved by the school district. **I understand that if this transfer is approved, I assume all costs and responsibilities related to the transportation of my child to and from school as long as my child remains in attendance at the approved school.**

Please list School Choices for Transfer:

Leeroy Massey Elementary, Lyerly Elementary, Menlo Elementary, Summerville Middle School:

1) \_\_\_\_\_ 2) \_\_\_\_\_

3) \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

**If you are satisfied at the school your child is attending now, you do not need to complete this form.**