

**Georgia Special Needs Scholarship Program**  
**Intent to File for Scholarship Application (December 2023 or March 2024 Enrollment)**  
**Public school IEP and qualifying 504 students meeting medical criteria must fill out this form.**

Before filing this form, a parent/guardian is required to learn about the Georgia Special Needs Scholarship (GSNS) Program by visiting the web page at <http://www.gadoe.org/External-Affairs-and-Policy/Policy/Pages/Special-Needs-Scholarship-Program.aspx>. Click on **Additional Resources** link and refer first to the **Understanding the Program** document in the **For Parents** box on the web page.

A parent/guardian of a student eligible for the GSNS Program must file the Intent to File for Scholarship application with the Georgia Department of Education (GaDOE) by **12 noon on December 15, 2023, or March 3, 2024** if a parent/guardian intends to have a student participate in the private school choice option. Forms will not be accepted after these dates.

Before sending this application a parent/guardian must have applied to and received admission for an eligible student at a private school authorized by the State Board of Education to participate in the GSNS Program. Parent/guardian must include with this form proof of student's admission to an authorized private school and a copy of an eligible student's GSNS scholarship award sheet available on the GSNS Program web page. Parent/guardian must also provide a copy of an eligible student's scholarship award sheet to the authorized private school. If parent/guardian does not provide the award sheet to the private school, student will not be reported by the school to the GaDOE and the student will not receive a scholarship payment.

Scholarship payments will be prorated for students enrolling in the GSNS Program by the **December (1/2 of scholarship paid)** or **March (1/4 of scholarship paid)** for the **2023-2024** school year. If a student continues in the GSNS Program for **2024 – 2025** and completes the school year in an authorized private school, the full scholarship amount for a student would be paid.

**Failure by a parent/guardian to submit this application with required documentation will result in an incomplete application and will not be processed by the GaDOE. A private school will not be able to report a student if a parent has not submitted a completed Intent to File for Scholarship application to the GaDOE.** Within ten (10) business days of receipt of the Intent to File for Scholarship application, the GaDOE will send an email to notify a parent/guardian that the application has been received.

Email this form with required documentation to [ashley.davis@doe.k12.ga.us](mailto:ashley.davis@doe.k12.ga.us) or fax to 678-692-0111.

<b>Date:</b>		
<i>Please Print</i>		
<b>Name of Parent/Guardian:</b>	<input style="width: 100%;" type="text"/>	
<b>Phone Number:</b>	<input style="width: 100%;" type="text"/>	
<b>Parent E-Mail Address:</b>	<input style="width: 100%;" type="text"/>	
<b>Legal Name of Student:</b>	<input style="width: 100%;" type="text"/>	
<b>Name of Private School:</b>	<input style="width: 100%;" type="text"/>	
<b>Check list: All items listed below must be submitted by the parent with the application.</b>		
<input type="checkbox"/> Completed application.	<input type="checkbox"/> Proof of admission to private school.	<input type="checkbox"/> Copy of student's scholarship award sheet generated from GSNS web page.