

Gwinnett County Board of Education

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The Mission of **Gwinnett County Public Schools**

is to pursue excellence in academic knowledge, skills, and behavior for each student, resulting in measured improvement against local, national, and world-class standards.

437 Old Peachtree Road, NW Suwanee, GA 30024-2978 678-301-6000 www.gcpsk12.org

It is the policy of Gwinnett County Public Schools not to discriminate on the basis of race, sex, religion, national origin, age, or disability in any employment practice, educational program or any other program, activity, or service.

2010 and 2014 Winner of

the **broad prize** for urban education



Phone: 770 682-4221 Fax: 770 682-4266 www.kanoheda.org

Dr. Nicole White Principal

Ms. Tatia Butler Assistant Principal

Dr. Amy Gresens Assistant Principal

Ms. Tracy Hickmon Assistant Principal

Ms. Ennestia Owens Administrative Intern

TO:	Whom It May Concern
From:	Kanoheda Elementary School Guidance/Records
Office RE:	Student Transfers

Due to mandates from the Georgia Department of Education regarding recordkeeping on student withdrawals, it has now become necessary to verify when a student has transferred from our school to another facility. Please fax this verification form back to us as soon as the student has enrolled at your school or program.

We will forward records upon receipt of this request.

FAX # 770-628-4266

Student Name:

Date of Enrollment:

Name (of school official at enrolling school)

Signature

Thank you for your help.

Martha A. Rodriguez Registrar

Name of School:

School Address: