Alachua County Public Schools, 620 East University Avenue, Gainesville, Florida 32601

Checklist for Gifted Referrals

Student Name: _____ Today's Date: _____
Student #: _____ School: _____
Grade: _____
Date of Birth: _____ Sex: _____ Race: _____ Primary Language at Home _____
Parent/Guardian Name: _____
Parent/Guardian Address: _____
Parent/Guardian Home Phone: _____ Work Phone: _____

Type of Referral:	☐ A ☐ B	☐ Out of State Transfer	☐ ** Current ESE Student
Check if applicable:	☐ Private evaluation	☐ Out of State Evaluation	

		Date	Initials
1.	Screening Checklist of Student Characteristics (for school records only)		
2.	Educational Planning Team Screening Record		
3.	Gifted Pre-Referral Data Summary Sheet		
4.	* Parent Consent for Gifted Program Screening & Pre-Referral		
5.	* Plan B Student Nomination Form & Environmental Indicator		
6.	Informed Notice & Consent for Evaluation		
7.	** Informed Notice & Consent for Re-Evaluation (current ESE student)		
8.	Checklist of Gifted Characteristics		
9.	Sent to Psychological Services – principal/Designee Initials & Dates		
10.	Logged Psychological Services	Secretary	Psychologist
11.	Evaluation		
12.	Report		
13.	Sent to ESE: Anticipated Staffing Code: ☐ HP ☐ LP ☐ BHP ☐ BLP		
14.	Return to Psychologist – if applicable		

Note: * The Plan B Student Nomination form & Environmental Indicator must be completed for students being considered for Plan B ONLY.

* The parent consent for Gifted Program Screening & Pre-Referral form must be completed for students who are screened using the SAGES – 2 ONLY (do not have an achievement test score within the past year).

** Gifted referrals of students already in an Exceptional Student Education Program need the Informed Notice & Consent for Re-Evaluation form instead of the Informed Notice & Consent for Evaluation form.