

DESOTO PARISH SCHOOL SYSTEM
REQUEST FOR DUE PROCESS HEARING

Student Name: _____ Date: _____

Birth Date: _____ School: _____ Grade: _____

Student Address: _____ City: _____ Zip: _____

Parent(s)/Guardian(s) Name(s): _____

Parent(s)/Guardian(s) Email Address(es): _____

A parent/guardian has a right to initiate a Section 504 due process hearing to challenge or to show the appropriateness of a proposal or refusal by the individual school to initiate or change:

- The identification of the student;
- The evaluation of the student;
- The educational placement of the student; and/or
- The implementation of a program to provide a Free Appropriate Public Education (“FAPE”) to the student.

INSTRUCTIONS:

1. Complete and sign this form giving specific details about why you are requesting a Section 504 hearing. Use additional pages, if necessary, and include any supporting documentation.
2. Return form to: Janice Lingle, Student Learning/504 Coordinator, 201 Crosby Street, Mansfield, Louisiana 71052; email to: janice.lingle@desotopsb.com; or via fax to (318) 872.1324.

SUMMARY OF CONCERNS:

PROPOSED RESOLUTIONS:
