

### Parent/Guardian Conference Request Form

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

School Name \_\_\_\_\_

*Please Print Clearly*

- I request a conference to review and discuss the evidence either for the retention of my student at the current grade level or for the placement recommendations for next year.
  
- I wish to appeal the decision to promote/retain my student.

Parent/Guardian Name \_\_\_\_\_

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

Telephone \_\_\_\_\_ Date \_\_\_\_\_

Teacher Name(s) \_\_\_\_\_