

# Written Request for Parent/Teacher Conference

Return no later than Wednesday, Feb 12:

- with your student to the South Welcome Desk
- by fax to 952-975-8320
- by mail to 17185 Valley View Road, Eden Prairie, MN 55346



**EDEN PRAIRIE HIGH SCHOOL**

Inspiring each student every day

Student name \_\_\_\_\_ Grade \_\_\_\_\_ Daytime phone (\_\_\_\_\_) \_\_\_\_\_

Parent name \_\_\_\_\_ Evening phone (\_\_\_\_\_) \_\_\_\_\_

Parent Email address \_\_\_\_\_ Fax number (\_\_\_\_\_) \_\_\_\_\_

Some volunteers prefer to email when communicating your conference schedule. Please include your email address if possible.

TEACHERS I WISH TO SEE	SUBJECT	FOR OFFICE USE ONLY

**Please indicate 1<sup>st</sup> or 2<sup>nd</sup> choice:**

\_\_\_\_\_ Wednesday, Feb. 26 (4:00 pm – 7:00 pm) \_\_\_\_\_ Monday, Mar. 2 (4:00 pm – 7:00 pm)

Student name \_\_\_\_\_ Grade \_\_\_\_\_ Daytime phone (\_\_\_\_\_) \_\_\_\_\_

Parent name \_\_\_\_\_ Evening phone (\_\_\_\_\_) \_\_\_\_\_

Parent Email address \_\_\_\_\_ Fax number (\_\_\_\_\_) \_\_\_\_\_

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**\*Due to the high number of conference requests, we cannot guarantee all teachers can be scheduled, but every effort will be made. All requests are date and time stamped and are filled in the order of which they are received.**