

Dear \_\_\_\_\_,

Based on my discussion with you and \_\_\_\_\_, I am requesting that my child, \_\_\_\_\_, be promoted to grade 4 as allowable under the Parent Request Exemption in Ohio law (Ohio Revised Code 3313.608).

I understand that my child:

- has not met the promotion score on Ohio's state test for grade 3 English language arts but will be promoted to grade 4 at my request;
- will have a Reading Improvement and Monitoring Plan in grade 4 and this Plan will continue each year until my child is reading at grade level (by scoring proficient on Ohio's state test for English language arts); and
- will receive at least 90 minutes of daily reading instruction that includes intensive intervention until my child no longer has a Reading Improvement and Monitoring Plan.

Thank you,

\_\_\_\_\_  
*Parent/Caregiver Name*

\_\_\_\_\_  
*Date*