

STUDENT/PARENT COMPLAINT FORM: LEVEL THREE

To appeal a Level Two decision, please fill out this form completely and submit it by hand-delivery, electronic communication, or U.S. Mail to the appropriate administrator within the time established in FNG(LOCAL). Appeals will be heard in accordance with FNG(LEGAL) and (LOCAL) or any exceptions outlined therein.

1. Student's name: _____
2. Parent's name: _____
3. Address:

4. Telephone number:

5. E-mail address:

6. If you will be represented in presenting your complaint, please identify the person representing you.
Name/Occupation: _____
Address: _____
Telephone number: _____
E-mail address: _____
7. Who held the Level Two conference? _____
Date of the conference? _____
8. Attach a copy of your original Level Two complaint and the Level Two response.
9. Please state the remedy you seek for the complaint.

Parent's signature: _____

Student's signature (if applicable):

Signature of representative (if applicable): _____

Date submitted: _____

Complainant, please note:

A complaint or appeal form that is incomplete in any material way may be dismissed but may be refiled with all the required information if the refiling is within the designated time for filing a complaint or appeal. Please keep a copy of the completed form and any supporting documentation for your records.