

**STUDENT/PARENT COMPLAINT FORM: LEVEL FOUR  
NOTICE OF APPEAL TO THE BOARD**

To appeal a Level Three 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 Three conference? \_\_\_\_\_  
Date of the conference? \_\_\_\_\_
8. Attach a copy of your original Level Three complaint and the Level Three response.
9. Please state the proposal or requested 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.