



Request Form

Mediation

IEP/IFSP/GIEP Facilitation

Service Information

Today's Date:	Requested by: <input type="checkbox"/> Parent/Guardian <input type="checkbox"/> LEA (school district; charter; or IU) <input type="checkbox"/> Parent Attorney <input type="checkbox"/> Infant/Toddler/Early Intervention <input type="checkbox"/> LEA Attorney	
Name/Email of Person Completing this Form:	Relationship to Student:	Phone:
Please Check the type of service requested: <input type="checkbox"/> Mediation <input type="checkbox"/> IEP Facilitation <input type="checkbox"/> GIEP Facilitation <input type="checkbox"/> IFSP Facilitation (Early Intervention)		

Student Information

Last Name:	First Name:
Date of Birth:	Exceptionality:
Name of School/Program:	

Parent/Guardian Information

Parent/Guardian Names:	Second Parent or Parent not residing with the Student:
Address:	Address:
Home Phone:	Home Phone:
Work Phone:	Work Phone:

Cell Phone:	Cell Phone:
Email:	Email:

For Parent/Guardian Requests:

Will the parent be represented by an attorney at mediation? No Yes
 If yes, please provide the information below.

Attorney Name:

Attorney Email:

Attorney Phone:

Attorney Address:

LOCAL EDUCATION AGENCY (LEA) INFORMATION

School District/Charter School/Agency Name:

Address:

Contact Name:	Position Title:
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Phone:

Fax:

Email:

Please provide a brief description of the issue(s) in dispute, and any proposed solutions to the problem.

Please complete this section if you are requesting any type of facilitation service.

An IEP/IFSP/GIEP meeting is currently scheduled for: (time, date location)

An IEP/IFSP/GIEP meeting has not yet been scheduled.

For all requests, if there is additional information you would like to provide, please enter it here.

- Parents with questions about these services or other dispute resolution options may contact the Special Education ConsultLine at 800-879-2301 or 717-901-2146.
- Any birth-3 questions should be referred to OCDEL at 717-346-9320.
- On occasion, an ODR staff person may ask to attend any of these meeting for purposes of evaluating the service. Parties will be notified ahead of time, and any questions will be addressed at that time.
- Please save a copy of this form and MAIL, FAX or EMAIL a completed form to the Office for Dispute Resolution at:

6340 Flank Drive, Harrisburg, PA 17112-2764
717-901-2145 • Toll Free 800-222-3353 (PA only)
Fax 717-657-5983 • TTY Users: PA Relay 711
Email: odr@odr-pa.org



Fomu ya
Maombi
Upatanishi

Uwezeshaji wa IEP/IFSP/GIEP

Maelezo ya Huduma

Tarehe ya Leo:	Imeombwa na: <input type="checkbox"/> Mzazi/Mlezi <input type="checkbox"/> LEA (shule ya wilaya; umma; au IU) <input type="checkbox"/> Wakili wa Mzazi <input type="checkbox"/> Uingiliaji wa Mtoto Mchanga/Mtoto Mdogo/Mapema <input type="checkbox"/> Wakili wa LEA	
Jina/Barua pepe ya Mtu Anayejaza Fomu hii:	Uhusiano na Mwanafunzi:	Simu:
Tafadhali tia alama kwenye aina ya huduma iliyoombwa: <input type="checkbox"/> Upatanishi <input type="checkbox"/> Uwezeshaji wa IEP <input type="checkbox"/> Uwezeshaji wa GIEP <input type="checkbox"/> Uwezeshaji wa IFSP (Uingiliaji wa Mapema)		

Maelezo ya Mwanafunzi

Jina la Mwisho:	Jina la Kwanza:
Tarehe ya Kuzaliwa:	Upekee:
Jina la Shule/Mpango:	

Maelezo ya Wazazi/Walezi

Majina ya Mzazi/Mlezi:	Mzazi wa Pili au Mzazi ambaye haishi na Mwanafunzi:
Anwani:	Anwani:
Simu ya Nyumbani:	Simu ya Nyumbani:
Simu ya Kazini:	Simu ya Kazini:

Simu ya Mkononi:	Simu ya Mkononi:
Barua pepe:	Barua pepe:

Kwa Maombi ya Mzazi/Mlezi:

Je, mzazi atawakilishwa na wakili katika upatanishi? La Ndiyo
Ikiwa ni ndiyo, tafadhali toa maelezo yaliyo hapa chini:

Jina la Wakili:

Barua pepe ya Wakili:

Simu ya Wakili:

Anwani ya Wakili:

MAELEZO YA SHIRIKA LA MTA A LA ELIMU (LEA):

Wilaya ya Shule/Shule ya Umma/Jina la Shirika:

Anwani:

Jina la Mawasiliano:

Jina la Cheo:

Simu:

Faksi:

Barua pepe:

Tafadhali toa maelezo mafupi kuhusu suala lenye mzozo, na masuluhisho yoyote yanayopendekezwa kwa tatizo.

Tafadhali jaza sehemu hii ikiwa unaomba aina yoyote ya huduma ya uwezeshaji.

Mkutano wa IEP/IFSP/GIEP umeratibiwa kwa sasa kuwa: (saa, tarehe, eneo)

Mkutano wa IEP/IFSP/GIEP bado haujaratibiwa.

Kwa maombi yote, iwapo kuna maelezo ya ziada ungependa kutoa, tafadhali yaweke hapa.

- Wazazi walio na maswali kuhusu huduma hizi au chaguo zingine za kutatua mizozo wanaweza kuwasiliana kupitia Simu ya Moja kwa Moja ya Elimu Maalum katika 800-879-2301 au 717-901-2146.
- Maswali yoyote ya kuzaliwa-3 yanapaswa kutumwa kwa OCDEL katika 717-346-9320.
- Kuna pindi ambazo, mfanyakazi wa ODR anaweza kuomba kuhudhuria mojawapo ya mikutano hii kwa madhumuni ya kutathmini huduma. Wahusika watajulishwa mapema, na maswali yoyote yatashughulikiwa wakati huo.
- Tafadhali hifadhi nakala ya fomu hii na utume BARUA, FAKSI au BARUA PEPE fomu iliyojazwa katika Ofisi ya Utatuzi wa Mzozo kwa:

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(PA pekee)
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711 Barua pepe: odr@odr-pa.org