



APPLICATION TO APPEAL AN INTRA-DISTRICT PERMIT REQUEST OR CANCELLATION

Type of Intra-District Permit Requested:			
Student Last Name	First Name	Date of Birth	Grade
Home Address	City	State	Zip Code
Name of Home School		Name of School Currently Attending	
Name of School Requested			
Name of Parent/Guardian		Name of Parent/Guardian	
Home Phone	Cell Phone	Home Phone	Cell Phone
Parent/Guardian Employment Information		Parent/Guardian Employment Information	
Name of Employer		Name of Employer	
Title:		Title:	
Physical Work Address:		Physical Work Address:	
Work Telephone:		Work Telephone:	
Work Days and Hours:		Work Days and Hours:	
Is childcare a factor in this appeal? Yes or No		If yes, please attach childcare affidavit.	
What other LAUSD school would you consider?			
If this appeal is not granted, what is the educational plan for this student?			
Have you been accepted into the school/program you are requesting?			

I have been provided with the following documents:

- A written explanation of the permit application denial by the school
- A copy of the LAUSD permit appeal process (continue on next page)



**LOS ANGELES UNIFIED SCHOOL DISTRICT
POLICY BULLETIN**

ATTACHMENT G (2 of 2)

In the space below, please explain why your child should be granted permission to leave his/her school of residence to attend the requested school. Attach additional documentation or supporting documents as necessary.

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In the space below, please state your understanding of why this permit was denied.

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Signature of Parent or Guardian	Date
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Completed appeals form and supplemental documents must be received by the school from the parent within 5 school days of the initial denial letter.

Administrative Recommendation	Reason for denial: _____
Signature of Administrator, School Name	Date
Print Name of Administrator	School Stamp Required Here

Submit Appeal to:

Educational Service Center (ESC) Contact Information				
ESC East- Operations 2151 North Soto Street Los Angeles, CA 90032 (323) 224-3100	ESC North- Operations 6621 Balboa Boulevard Van Nuys, CA 91046 (818) 654-3600	ESC West- Operations 11380 W. Graham Place Los Angeles, CA 90064 (310) 914-2100	ESC South- Operations 1208 Magnolia Avenue Gardena, CA 90247 (310) 354-3400	ESC ISIC-Operations 333 South Beaudry Avenue Los Angeles, CA 90017 (213) 241-0100

Intra-district appeals must be received by the corresponding ESC within 5 school days of the denial.

ESC Appeal	Date Received:	<input type="checkbox"/> CC <input type="checkbox"/> PEP <input type="checkbox"/> CE <input type="checkbox"/> SS <input type="checkbox"/> SP <input type="checkbox"/> SAP <input type="checkbox"/> SIB
<input type="checkbox"/> Granted <input type="checkbox"/> Denied	Date:	Reviewed by: