

Alleman High School SPECIAL NEEDS (Fill out only if needed)

In order for a student to receive Special Needs Accommodations at Alleman High School, the following criteria need to be met:

1. It is the responsibility of the parent/guardian to notify the student's counselor at the start of each year if they are requesting special accommodations.

2. Students must have a current evaluation, diagnosis and plan completed by a licensed/certified professional in the psychological field. This professional can be of the parents' choice or can be done through the student's public school district. The student's parents are responsible for the costs of the evaluation. "Current" means the evaluation document is less than three (3) years old. If the document is more than three years old, a new evaluation is required. It is strongly recommended that the evaluation be every two years.

3. The student's counselor, along with other school personnel when necessary will review the student's situation and professional recommendations to determine which accommodations Alleman can provide.

4. All accommodations that incur cost above that covered by the regular tuition will need to be paid by the parents of the student receiving the accommodations.

5. If an evaluation needs to be done, this should be completed and submitted to Alleman before the beginning of the school year so that a plan can be established as early as possible after the school year begins.

Based on this criteria:

*I am requesting accommodations for the **2018-2019** school year for:*

Student Name: _____

I have read and met the criteria outlined here in which to receive accommodations for my student.

Signed: _____ \

(Parent/Guardian)

Date: _____