

Florida Bureau of Exceptional Education and Student Services
Request for Exceptional Student Education Due Process

Required by IDEA 2004, 34 CFR Section 300.508. Use of this form is voluntary.



FLORIDA DEPARTMENT OF
EDUCATION
fldoe.org

This form can be used when requesting an exceptional student education Due Process hearing. Provision of all information is requested. The use of an asterisk (*) indicates information required per federal regulation for the filing of a request for a Due Process hearing. Use of this form is voluntary.

*Name of Student:	Student Age or Grade:	*School Name:
*Student Address or Contact Information (if homeless) (Street, City, State, ZIP)		School District
Date(s) of alleged violation:	Student Exceptionality:	

Please select one of the following:

- I am the parent or guardian of the student.
- I am a parent representative.
- I am the school district or local LEA representative.
- I am the adult student

If submitted by the parent, guardian or parent representative:

Name of Complainant:	Relationship to Student:	Complainant Email Address:
Complainant Address (Street, City, State, ZIP)		Daytime Telephone Number:

If submitted by School District or LEA personnel:

Name of School Representative	Title:
Mailing Address (Street, City, State, ZIP)	Daytime Telephone Number:

Is this a request for an expedited due process hearing related to:

- **Discipline issues? (Title 34 Section 300.532(c) Code of Federal Regulations)** Yes No
- **Denial of extraordinary exemption (Section 1008.212, Florida Statutes)** Yes No

*DESCRIPTION OF ALLEGED VIOLATION(S):
*FACTS RELATING TO ALLEGATION(S):
*PROPOSED REMEDY, RESOLUTION OR SOLUTION:

I have included attachments to this request.

*Signature of Complainant:	Date:
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***A copy of your IDEA Due Process hearing request must be submitted to the Florida Department of Education when filed with your local school district or other local education agency (LEA). It is the LEA's responsibility to then file the request for due process with the Division of Administrative Hearings. Please send the department copy via email, U.S. mail or fax to:**

Florida Department of Education
 Dispute Resolution and Monitoring Unit: Due Process
 Bureau of Exceptional Educational and Student Services
 325 West Gaines Street, Suite 614
 Tallahassee, FL 32399-0400

Email: DueProcess@fldoe.org	Fax: 850-245-0953	Phone: (850) 245-0475
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