

**COMMONWEALTH OF VIRGINIA**

**DEPARTMENT OF EDUCATION**

**PRIVATE SCHOOLS FOR STUDENTS WITH DISABILITIES**

P. O. Box 2120

Richmond, Virginia 23218-2120

Fax Number: (804) 371-8796

# APPLICATION OR NOTIFICATION TO CHANGE THE CURRENT PROGRAM

**A PRIVATE SCHOOL FOR STUDENTS WITH DISABILITIES**

## PART I: CURRENT SCHOOL INFORMATION

Name of School:

Physical Address

Physical Address:

Web Address:

Contact Person:

Telephone Number:

Fax Number:

Email Address:

## PART II: REQUESTED CHANGES TO THE PROGRAM

1. Changing the ages of the students you serve? Yes [ ]  No [ ]

If yes, describe the proposed change(s).

1. Changing the gender of students served in the school?

Female Only [ ]  Male Only [ ]  Co-Educational [ ]

Describe how this proposed change may affect programs, coursework, staffing, and facility (e.g., bathrooms, locker room).

1. Adding or eliminating grade levels? Yes [ ]  No [ ]

If yes, describe the proposed change(s).

1. Decreasing capacity? Yes [ ]  No [ ]

If yes, requested new capacity.

1. Deleting a disability category(ies)? Yes [ ]  No [ ]

If yes, which category(ies) are you deleting?

*(submit revised publication materials if applicable)*

1. Adding, eliminating, or changing a vocational program? Submit the curriculum for this proposed program. Yes [ ]  No [ ]

If yes, describe the proposed change(s).

1. Changing to, or from, a departmentalized middle or high school program? Yes [ ]  No [ ]  If yes, describe the proposed change(s).
2. Other:

Yes [ ]  No [ ]  If yes, describe in detail the proposed change (s)

### Submitted By:

* Name of Authorized School Official:
* Title
* Signature of Authorized School Official:
* Date:

Last section is for Official Use Only

**For Official Use Only**

Received by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Change of Program Approved? Yes \_\_\_ No \_\_\_\_ If no, reason must be given.

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Signature of VDOE Specialist:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Directory and License Change required? Yes \_\_\_ No \_\_\_\_ Changed By \_\_\_\_\_\_\_\_\_\_\_\_