



Use an additional sheet if necessary.

Please give details of anyone else who is acting on your behalf.

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**SECTION D - DESIRED OUTCOME**

Please describe the action you would like to see taken in order to resolve the matter to your satisfaction.

**SECTION E - DECLARATION**

I believe that the above information is accurate.

Signature: ..... Date: .....

**FOR OFFICE USE ONLY:**

Acknowledgement sent .....

Form forwarded to Principal..... Response received  
.....

Set up Case Review Panel YES/NO                      Student informed  
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