

Request for Special Education Mediation

This sample form has been developed by the New York State Education Department (NYSED) to assist parents in describing disagreements and accessing special education mediation to resolve disputes. State law requires that a request for mediation be in writing. Although it is not required to use this form, it will assist all parties to better understand the issues in dispute and proposed resolution.

Directions: Please print out this form. When completed submit the form to your **school district. (Do not send this form to NYSED.)** Please send a copy of this form to NYSDRA at disabilityprograms@nysdra.org or fax to (518) 687-2245

Student's Name:		Date of Birth:
Parent or Legal Guardian:		
Legal Residence	Street:	
	City or Town:	Zip Code:
Daytime Telephone number: ()		Email Address:

Current School:		
School Address	Street:	
	City or Town:	Zip Code:
School district of attendance, if different from district of residence:		

Subject of the Complaint
Mediation is requested to assist in resolving the following issue(s):
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