



Parental Request for Written Translation

Translation of Individualized Education Plan (IEP) or Evaluation Team Review (ETR)

(Solicitud de Padres para la traducción del Programa Educativo Individualizado (PEI) o del Informe del Equipo de Evaluación (IEE))

Student's name (أسم الطالب): _____ Student ID # (هوية الطالب #) _____

School (المدرسة): _____ Grade (الصف): _____

I (أنا) _____ request the translation of my child's (أطلب ترجمة تقرير طفلي)

IEP ETR PR-01 to be translated into (أن تترجم الى) _____ Language (اللغة)

Parents/Guardian (Padre o Guardián): _____

Address (العنوان): _____

Phone (الهاتف): _____

Relationship to the student (صلة القرابة بالطالب): _____

Please check all ones that apply:

- I wish to have this document translated
 - I do not wish this document to be translated
 - Virtual Meeting
 - Face to Face Meeting
- (If meeting is virtual, type in signatures) (If meeting is face to face, please print and sign)*

Parent/Guardian Signature (التوقيع): _____ Date (التاريخ): _____

Intervention Specialist/Psychologist Signature: _____ Date: _____

Principal Signature: _____ Date: _____

"The translation of these particular forms is being offered as a means of good faith for supporting parent engagement and understanding in the IEP process and is not a requirement under 34 CFR 300.322. Timelines for translations will depend upon availability of translators" ("La traducción de estas formas particulares es ofrecida como un medio de buena fe en apoyo a los padres comprometidos y comprendiendo el proceso del PEI y no es un requisito bajo 34 CFR 300,322. Las fechas para las traducciones dependerán de la disponibilidad de los traductores")

Scan/email this form with the completed document to Translations_Interpretations@clevelandmetroschools.org

MULTILINGUAL OFFICE USE ONLY

Name of Translator/Company

Received Date: _____

Submission Date for Translation: _____

Translation Completion Date: _____

Submission to the Requesting School/Department Date: _____