



## Bilingual/ESOL Special Education Program

### Request for Correction on "J" Screen

Please complete this fillable PDF form to request changes related to the "J" screen. Include a form per each "J" screen correction. **Fax a copy of the "J" screen** with changes noted on the appropriate field(s) along with evidence to confirm change of information. For example, fax a copy of the first two pages and conference notes of the student's IEP if your request is to exit the student from the ESOL Program.

**Date:** \_\_\_\_\_

**To: Ms. Yvonne T. Leon, Instructional Supervisor**  
**Bilingual/ESOL Exceptional Student Education Program**  
**Work Location: # 9615**  
**Fax: 305-666-1250**

**From:** \_\_\_\_\_ Location # \_\_\_\_\_ Phone# \_\_\_\_\_  
(Name of school)

**Requested by:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Signature (Administrator or designee):** \_\_\_\_\_

**# of pages:** \_\_\_\_\_

**Student ID#:** \_\_\_\_\_ **Name:** \_\_\_\_\_ **Grade:** \_\_\_\_\_

**Correction type:**

- |  |   |   |   |
|--|---|---|---|
| <input type="checkbox"/> Survey Date           | <input type="checkbox"/> Survey Responses | <input type="checkbox"/> Assessment Date      | <input type="checkbox"/> ESOL Raw Score       |
| <input type="checkbox"/> ESOL Level            | <input type="checkbox"/> Entry Date       | <input type="checkbox"/> Exit Info.           | <input type="checkbox"/> ACCESS 2.0 (IEP Team |
| <input type="checkbox"/> Reclassification Date |   | <input type="checkbox"/> ACCESS 2.0 (IEP Team | recommended exit: 6 years)                    |
- recommended exit: 3 years)**

Please check the attachments that are being faxed as **evidence** for correction along with this form:

- |   |  |
|---|--|
| <input type="checkbox"/> Printout of "J" Screen       | <input type="checkbox"/> Copy of IEP (1 <sup>st</sup> pg., ESOL pg., & conference notes) |
| <input type="checkbox"/> Copy of Home Language Survey | <input type="checkbox"/> Copy of Test Answer Sheets                                      |
| <input type="checkbox"/> Other                        | *Continuum RLDA (A,B,C,D)  |
|   | *CELLA Online  |

**For office use only:**

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