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**Coppell ISD**  
**STUDENT/PARENT APPEAL FORM – LEVEL THREE**

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To file a formal appeal of a Level Two decision, please fill out this form completely and submit it by hand delivery, electronic communication, or U.S. mail to the appropriate administrator within the timeline established in FNG (Local). All complaints will be heard in accordance with FNG (Legal) and (Local) or any exceptions outlined therein.

1. Petitioner's Name: \_\_\_\_\_
  
2. Address: \_\_\_\_\_  
City, State, and Zip: \_\_\_\_\_  
Telephone #: \_\_\_\_\_
  
3. Campus/Grade Level: \_\_\_\_\_
  
4. If you will be represented in presenting your appeal, please identify the person representing you.  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_
  
5. Who held the Level Two Conference? \_\_\_\_\_  
Date of Conference: \_\_\_\_\_  
Date you received a response to the Level Two conference: \_\_\_\_\_
  
6. Please explain specifically how you disagree with the outcome at Level Two.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
7. Attach a copy of your original Level One and Level Two complaints and any documentation submitted at Level One and Level Two.
  
8. Attach a copy of the Level One and Two responses being appealed.

CISD policies regarding the process for filing complaints including Title IX, 504, & Special Education, may be found on-line at <http://pol.tasb.org/Home/Index/373>