



Complaint Form for Gifted Education

Please feel free to make copies of this form, use additional paper, or call the Consult Line at 1-800-879-2301 or the Bureau of Special Education (BSE) at 717-783-6913 for additional copies.

Are you filing this complaint on behalf of a specific child? Yes No

Contact Information

Please provide **your** contact information, relationship to child and signature.

Name: _____

Full Address: _____

Home Phone: _____ Work Phone: _____ Mobile Phone: _____

Best number to contact you: _____

Best time during normal business hours to call: _____

Email Address: _____

Relationship to child or children:

- Parent
- Attorney
- Advocate
- Other, please explain:

Child's Information

Child's Name: _____ Date of Birth: _____

Full Address: _____

Is the child currently in school? Yes No

If so, where is the child's current program?

School/School District: _____

Complete **only** if the complaint is filed on behalf of a child or youth experiencing homelessness.

Contact Person: _____

Telephone Number: _____

Complaint Information

On or about what date did the violation(s) occur?

Date: _____

To clarify my allegations, I would like the Adviser to interview the following person(s):

| Name | Occupation/Title | Phone Number/E-Mail Address |
|------|------------------|-----------------------------|
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Please provide a statement about the violation or issue, which you believe has occurred. Please include a description about the nature of the problem.

Please list the facts that support your statement.

To the best of your knowledge, please suggest a solution to this problem.

You must send a copy of this complaint to the school district. By signing below, you indicate to the Bureau of Special Education that you have provided a copy of the complaint to the school district.

Signature

Date

***NOTE: THIS MUST BE SIGNED FOR BSE TO INVESTIGATE. BY TYPING YOUR NAME ABOVE, THIS WILL SERVE AS YOUR WRITTEN SIGNATURE.**

Please return form to: PDE/BSE, 333 Market Street, 7th Floor, Harrisburg, PA 17126-0333 or to Don Dolbin at ddolbin@pa.gov.