Level II

Middle School Magnet Program Level II/Superintendent Level Appeal Form

Program(s): Check all that apply.

Middle School Application Programs
- King Humanities and Communication Program
- Clemente Math, Science, Computer Science Program
- Eastern Humanities and Communication Program
- Takoma Park Math, Science, Computer Science Program

Applicant’s Name ___________________________ Applicant’s MCPS ID Number ___________________

Parent/Guardian Name ____________________________________________________________________________

Mailing Address ______________________________________ Phone number(s):  Home ________________

                                                Work __________________

                                                Cell __________________

Email address: ___________________________ Language spoken at home ___________________

Reason for appeal: Check all that apply.

☐ There was an error in the original information submitted with the first (Level I) appeal. Documentation that can be verified must be attached.

☐ There is new information that significantly changes the applicant’s academic profile that was not available at the time of the first (Level I) appeal.

☐ There is a hardship or unique circumstance that was not shared with the first (Level I) appeal committee.

Provide details on the lines below or attach a separate letter, and attach documentation. If no details or documentation are attached, this appeal will not be processed. The appeal must be made in writing (not emailed) and postmarked no later than the date stated in the notification letter of the first (Level 1) appeal.

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Appeal requests must be submitted by the date in the selection notification letter from the Program Coordinator. In the absence of extenuating circumstances, late appeals will not be processed. Appeal decisions will be mailed to the home address within approximately four to five weeks from the Level II/Superintendent Level appeal deadline.

Parent/Guardian Signature ___________________________________ Date __________________

MAIL THIS FORM AND ALL SUPPORTING DOCUMENTS TO THE ADDRESS IN THE ORIGINAL NOTIFICATION LETTER.

The appeal must be made in writing (not emailed) and postmarked no later than the date stated in the notification letter of the first (Level 1) appeal.