



GUAM DEPARTMENT OF EDUCATION
SECTION 504 OF THE REHABILITATION ACT OF 1973
FORM J: REQUEST FOR ACCOMMODATION WITH AN ASSOCIATED COST

Date: _____

To: (Name of Other Program/Division/Agency and Contact)

From: (School Administrator Name & Contact)

Re: *Section 504 Request for Accommodation/Service with an Associated Cost*

Hafa Adai! Based on the Section 504 Education Accommodation Plan (EAP) for

Student Name: _____, Student #: _____, DOB: _____
at **School:** _____, he/she will be provided an accommodation/service that is beyond the school's limit. This accommodation/service has been included in the student's Education Accommodation Plan (EAP), **Date of EAP:** _____ and is attached to this request. The District 504 Coordinator has been consulted about this accommodation and the request has been filed at the district office.

Based on the need, please find the type of accommodation/service for the student to successfully benefit from and/or access at school.

<i>Please indicate the accommodation/service and duration based on the EAP.</i>		
Service/Accommodation	Duration	Comments
<i>Ex. Bus Transportation</i> <i>Ex. Wheelchair for transport for bus lift (only)</i>	<i>Ex. Daily Morning & After School</i> <i>Ex. Daily Pick-up and Drop-Off</i>	<i>Ex. None</i> <i>Ex. Student is not able to climb bus steps.</i>

The school will await your review and response to provide the service/accommodation for the student. Should you have questions, please feel free to contact me. Thank you.

School Administrator Signature: _____

TO BE COMPLETED BY OTHER PROGRAM/DIVISION/AGENCY:

The division/agency has reviewed the request and the EAP and determined:

<input type="checkbox"/> YES , the accommodation/service will be provided for the student.	Comments:
<input type="checkbox"/> NO , the accommodation/service will not be provided for the student.	Comments :
Print Name of Division/Agency Head:	Signature of Division/Agency Head & Date:

Notes:

Original Request submit to Other Division/Agency
Copy Request submit to Student Support Services Division
Copy Request file in Student's Cumulative Folder