



Division of Bilingual Education and World Languages

Request for Correction on "J" Screen

Please complete this 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 M-DCOLPS-R test answer sheet if your request is to change the "assessment date" and "ESOL entry date" on the "J" screen.

Date: _____

To: Mrs. Beatriz C. Pereira, Executive Director
Division of Bilingual Education and World Languages
Work Location: # 6481
Fax: 305-756-2916

From: _____ Location # _____ Phone# _____
(Name of school)

Requested by: _____

Signature (Administrator or designee): _____

of pages: _____

Student ID# : _____ Name: _____ Grade: _____

Correction type:

- Survey Date, Survey Responses, Assessment Date, OLPS Score, ESOL Level, Reading/Language, Entry Date, Exit Info., Reclassification Date, Other

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

- Printout of "J" Screen, Copy of Individual LEP Plan, Copy of Home Language Survey, Copy of Test Answer Sheet, Other

For office use only:

