

Surrogate Parent Determination Form

Please complete the next 4 pages and send to the Surrogate Parent Coordinator listed on the last page.

Student Name (Last, First, M.I.)

Date of Birth

District of Residence

School

Age

Teacher

Grade

Disability Category

If any one of the following situations results in a "YES," a surrogate parent is deemed necessary.

YES	NO	SITUATION
		No parent, guardian, current foster parent, or relative caregiver (relative acting in place of the parents with whom the child lives) can be located (need documentation of efforts to locate).
		Parents' right to make educational decisions for the child have been terminated by the court, and no guardian, current foster parent, or relative caregiver (relative with whom the child lives) can be located (need letter from agency or court order) and the child does not have a court-appointed education decision maker or surrogate parent.
		The child is an unaccompanied homeless youth (a youth without a fixed residence and not under the supervision of a parent).

Person completing this form

Position

Surrogate Parent Request Form

Date: _____

Student Name (Last, First, M.I.) _____

Date of Referral _____

Date of Birth _____

District of Residence _____

Name of Caretaker or Resident Provider (foster parent, home, etc.) _____

School _____

Age _____

Street Address _____

Teacher _____

Grade _____

City _____

State _____

Zip _____

Disability Category _____

Telephone Number _____

Special Education Assignment:

_____ Full-Time

_____ Supplemental

_____ Itinerant

_____ District Class

_____ Out of District Placement

Program Supervisor: _____

Caretaker Status: ___Foster Parent ___Agency

Social Agencies (if more than one, list both):

Agency _____

Agency _____

Contact Name _____

Contact Name _____

Phone _____

Phone _____

Address _____

Address _____

Recommendation(s) for possible surrogate parent:

Name _____

Relationship _____

Phone Number _____

Address _____

Surrogate Parent Request Form (continued)

If no conflicts of interest exist (i.e., employed by the local education agency (LEA) or agency) are you recommending the caretaker to be the surrogate parent? Circle: Yes or No

A surrogate parent cannot be appointed by the LEA when:

There is a parent, guardian, current foster parent or relative caregiver (relative with whom the child lives) who can be located and whose right to make educational decisions has not been terminated by a court, or if a court has already appointed an education decision maker or surrogate parent for that child.

Primary school contact for Surrogate Parent Coordinator (e.g., Caseworker, Home & School Visitor, Supervisor, District Coordinator)

Referred by

Signature – Program Supervisor

Return Form to: **Melissa Wyllie, Surrogate Parent Coordinator**
Midwestern Intermediate Unit IV
453 Maple Street
Grove City, PA 16127
melissa.wyllie@miu4.org
724-458-6700 x1206
724-458-4468 (fax)

**Midwestern Intermediate Unit IV
453 Maple Street
Grove City, PA 16127**

Application Form for Obtaining a Surrogate Parent

School District:	Date:
Student's Name:	DOB:
Address: _____ _____ _____	Telephone: _____

Please check the appropriate box:

<input type="checkbox"/> Parents of the student are not known.
<input type="checkbox"/> The parents, after reasonable efforts, cannot be located.
<input type="checkbox"/> The student is a ward of the state.
<input type="checkbox"/> The student is an unaccompanied homeless youth.

Custodial Adult:
Address: _____ _____ _____
Telephone:
Parents (if known):
Address: _____ _____ _____

Return form to:

**Surrogate Parent Coordinator – Melissa Wyllie
Midwestern Intermediate Unit IV
453 Maple Street
Grove City, PA 16127-2399
724-458-4468 (fax)
melissa.wyllie@miu4.org**