



Request For Appeal Form

Enlightium Academy (Enlightium) values our families and understands that unique circumstances can affect academic performance. Enlightenment's appeal process provides your family the opportunity to explain your circumstances and allows Enlightenment administration the opportunity to gain a more thorough understanding before deciding on your student's re-enrollment. We encourage students and parents (a term used interchangeably with "guardian") to take adequate time to review and answer the questions below. We would like to evaluate if your student understands why they were withdrawn, has accepted responsibility for their actions, and has a strategy to alter their academic trajectory.

Please allow 5-7 business days Enlightenment to conduct a thorough review. Please make sure this form is filled out completely and that your student's thorough answers to each of the questions are attached. The \$50 appeal fee must be paid before the appeal process can begin. If your appeal is granted, our \$50 reinstatement fee will be waived. Please email the completed appeal form to principal@enlightiumacademy.com to begin the appeal process.

Student Information

Student Full Name*	Date*
<input type="text"/>	<input type="text"/>

Grade Level*	Attended Enlightenment Since (MM/YY)*
<input type="text"/>	<input type="text"/>

*Required field

Please attach a separate document, composed by the student, with answers to ALL of the following questions.

1. What is the reason you were withdrawn from Enlightenment Academy?
2. Why should Enlightenment Academy allow you to return?
3. What habits are you going to improve and/or change if readmitted to Enlightenment Academy?

Parent/Student Information

Primary Parent Full Name	Phone
<input type="text"/>	<input type="text"/>

Primary Parent Signature
<input type="text"/>

Secondary Parent Full Name	Phone
<input type="text"/>	<input type="text"/>

Secondary Parent Signature
<input type="text"/>

Student Signature
<input type="text"/>



Request For Appeal Form

The process of approval or disapproval of the request for appeal:

1. The Enlightium Academy principal and applicable department heads will carefully review and evaluate the request for appeal.
2. Parent(s) will receive in writing Enlightium's resolution [approved/denied] and an explanation of resolution.
3. If the appeal is approved, an additional agreement might be required in the best interest of the student.

To be filled out by Enlightium only.

Approved

Denied

Comments:

Administrator Name

Date

--	--

Administrator Signature