

REQUEST FOR RELEASE

**This form must be completed by parent/legal guardian or social worker. Picture ID must be provided.*

STUDENT NAME: _____

STUDENT ID: _____

BIRTHDATE: _____

GRADE: _____

WITHDRAWAL DATE: _____

Please release my child from _____ for the following reason (please check one):
(SCHOOL NAME)

TRANSFER TO:

___ Hawaii Public School: _____

___ Hawaii Private School: _____

___ Another State: _____

___ Another Country: _____

OTHER:

___ 4140 Alternate Education

___ 4140 Suitably Employed

___ 4140 Health Reasons

___ 4140 Homeschool

___ 4140 Family Court

___ Age 18

___ Other: _____

New School Address, Phone # and Fax # (if known):

STUDENT'S CURRENT ADDRESS:

(STREET NUMBER AND NAME)

(CITY, STATE, ZIP)

(PHONE NO.)

STUDENT'S NEW ADDRESS:

(STREET NUMBER AND NAME)

(CITY, STATE, ZIP)

(PHONE NO.)

I am the **parent/legal guardian** of this student. I grant _____ permission to transfer my child's student records to the next school of enrollment upon receiving a written request for records.

PERSON REQUESTING REQUEST

PRINT: Parent/Legal Guardian/Eligible Student (18 yrs or older)

SIGNATURE: Parent/Legal Guardian/Eligible Student (18 yrs +)

RELATIONSHIP OF REQUESTOR TO STUDENT

REQUEST DATE



475 22nd Avenue
Honolulu, Hawaii 96816
Telephone: 808-305-9869
Toll Free: 1-866-927-7095

QUESTIONNAIRE TO DETERMINE ELIGIBILITY MV1

This form is intended to address the McKinney-Vento Act (MVA) and must be completed for each student

Questionnaires are filed for one (1) year for all students and seven (7) years for any student identified as living in unstable housing.

Student's Name: _____ Date of Birth: _____

School: _____ Grade: _____

Student's current residence such as address, cross streets, landmarks, etc.

Primary Contact Name: _____ Relationship: _____ Phone: _____

Alternate Contact Name: _____ Relationship: _____ Phone: _____

CHECK ONE BOX

STUDENT'S CURRENT LIVING ARRANGEMENT

MVA CODE

- | | | | |
|--------------------------|--------------------------|---|----|
| <input type="checkbox"/> | Unsheltered | <i>Campground, car, beach/park, abandoned building, street or any other inadequate living space</i> | 06 |
| <input type="checkbox"/> | Shelter | <i>Emergency, transitional or domestic violence shelter, name of shelter: _____</i> | 04 |
| <input type="checkbox"/> | Hotel/Motel | <i>Due to lack of other suitable housing, excludes temporary lodging for military persons awaiting housing</i> | 02 |
| <input type="checkbox"/> | Doubled Up | <i>Temporarily with family or other person due to loss of housing or as a result of economic hardship</i> | 03 |
| <input type="checkbox"/> | Permanent Housing | <i>Student who is living in a fixed, regular, and adequate housing situation</i> | 07 |



If this box is checked, stop here and sign below; form is complete

If the student is NOT in the physical custody of a parent or legal guardian, also check below:

- | | | | |
|--------------------------|----------------------------|--|----|
| <input type="checkbox"/> | Unaccompanied Youth | | 05 |
|--------------------------|----------------------------|--|----|

List all siblings living in the same arrangement, including children 0-5 years of age:

Name	Age	School	Grade
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

The information you provide above will determine what services you or your child may be eligible to receive under the **McKinney-Vento Homeless Assistance Act - 42 U.S.C. §11434a(2)**. If eligible under the Act, you or your child are entitled to immediate enrollment in school and free school meals. Transportation may be provided to and from school of origin. This questionnaire allows a Homeless Concerns Liaison to contact you for additional support. By signing, you grant permission to share/release pertinent information among shelter and school personnel, to support school enrollment and full participation.

Parent/Legal Guardian/Unaccompanied Youth Signature _____

Print Name _____

Date _____

For School Use Only: School designee to complete this page if the student is identified as living in unstable housing.

NOTE: The McKinney-Vento Act requires immediate enrollment for students living in unstable housing, even if the student is unable to provide documents, such as school records, immunization records and other health records, proof of residency, or other documents. 42 U.S.C. §11432(g)(3)(C).

* "Enrolled" means attending classes and participating fully in school activities. 42 U.S.C. §11434a(1)

Student ID #: _____

Date Student Enrolled: ____/____/____

Student Enrolled As:

- Home School (school within the geographic area of student's current residence)
- School of Origin (school attended when permanently housed/last school attended)
- Geographic Exception (GE)
- Other: _____

By acknowledging below, the school designee agrees that the form is complete and the parent/legal guardian/unaccompanied youth has been provided MVA information and a copy of this form.

Designee Signature

Print Name

Date

By signing below, the principal indicates that he/she has reviewed this form and understands the school's responsibility under the **McKinney-Vento Homeless Assistance Act**.

The school principal determines the student as:

- Eligible under McKinney-Vento Act
 - Not eligible under McKinney-Vento Act Reason: _____
- MV2 Initiated: Yes No Date MV2 Initiated: ____/____/____

Principal Signature

Print Name

Date

Notes/Updates:

Date	Action Taken	Remarks	Initials

Note: Please forward a copy of this form to your Homeless Concerns Liaison within 3 business days.