



OUTLOOK ACADEMY

310 Thomas Street
Allegan, Michigan 49010

OUTLOOK SDA Student Referral Form (To be completed by the LEA)

General Student and District Information:

Student Name: _____

Address: _____

District of Residence: _____ Referring District: _____

Name/Position of Referring LEA Staff: _____

Contact Information of Referring LEA Staff: _____

Birth date: _____ Age: _____ Grade: _____

Student lives with: Both parents Mother Father Other _____

Parent/guardian contact information:

Name: _____

Phone(s): Home _____ Cell _____ Other _____

Name: _____

Phone(s): Home _____ Cell _____ Other _____

Referral Information:

Reason for Referral: (Check appropriate box and complete details)

_____ Expulsion

Date of Official Board Action
Duration
Date when application for re-admittance can be made



(Note: Attach report of incident leading to expulsion and a summary of other discipline incidents from the past two years.)

_____Suspension _____Duration (# days or return date, may not exceed 180 days)

Is there an expulsion hearing pending at the LEA? _____

(Note: Attach summary of discipline incidents for past two years.)

_____Individual Education Plan (I.E.P.-attach the plan)

_____Court Placement (attach the court order)

Academic Information:

Present Levels of Functioning: (Grade equivalents)

_____Math _____Reading _____Other

HS Only Is student on track for graduation? _____

What credits should the student attempt to earn while at Outlook? _____

All

Other academic concerns: _____

Academic goals: _____

How does this student learn best? What are his/her academic strengths? _____

Does the student have an I.E.P.? If so, please attach _____

Behavior/Emotional:

Briefly describe the student's conduct in school: _____



Major concerns: _____

Please describe the student's emotional maturity, ability to handle criticism, how he/she responds to teasing:

Does this student have emotional triggers? _____

Has the student been adjudicated or under the auspices of the court in any way? If so, please explain and give contact information for Probation Officer if appropriate: _____

What motivates this student? _____

Other:
Are there any extenuating circumstances of which the Outlook staff should be aware? (Examples: custody issues, Personal Protection Orders, family issues, divorce, etc.) _____

What else should the Outlook staff know about this student? _____

Who will be the LEA contact for progress reports, updates, etc. for this student? (Title/Name/Phone)

To be completed by Outlook staff:

Name _____

Date referral received: _____

Date of Outlook tour: _____

Tour conducted by: _____



Those present on tour: _____

Was student accepted? _____ Date: _____

