

**INSTRUCTION**

GRADE RETENTION  
DISAGREEMENT NOTICE

This record confirms that school personnel met with me on \_\_\_\_\_,  
and recommended that my child, \_\_\_\_\_, be  
retained in the \_\_\_\_\_ grade for the \_\_\_\_\_ school year.

I disagree with the recommendation for retention and would like my child to be  
promoted to the \_\_\_\_\_ grade for the \_\_\_\_\_ school year. I further  
understand that the recommendation for retention is based on the professional  
opinion of school personnel and that they believe promotion is not in the best  
educational and personal interest of my child.

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Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

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Teacher Signature \_\_\_\_\_ Date \_\_\_\_\_

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Administrator Signature \_\_\_\_\_ Date \_\_\_\_\_