



Request for Removal of Behavioral Emergency Report/Record from MiSiS for Students with Disabilities (SWD)

This form is to be used when a Behavioral Emergency Report/Record (BER) has been created by mistake for a student with a disability and the principal is requesting to have the record removed from MiSiS.

SCHOOL: _____ **LOCATION CODE:** _____ **LD:** _____

Student Name (Last Name, First Name)		10 Digit/District ID#	
Indicate the specific date the BER record was created.			
State the specific reason why this record needs to be deleted.			

Contact's Printed Name	Contact's Signature	Email Address	Date
Principal's Printed Name	Principal's Signature	Email Address	Date

Email the completed form to Jacqueline Mora at jacqueline.mora@lausd.net.

DIVISION OF SPED/BEHAVIOR SUPPORT DEPARTMENT USE ONLY

Approved

Not Approved

Comments:

Approver's Printed Name	Approver's Signature	Email Address	Date
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