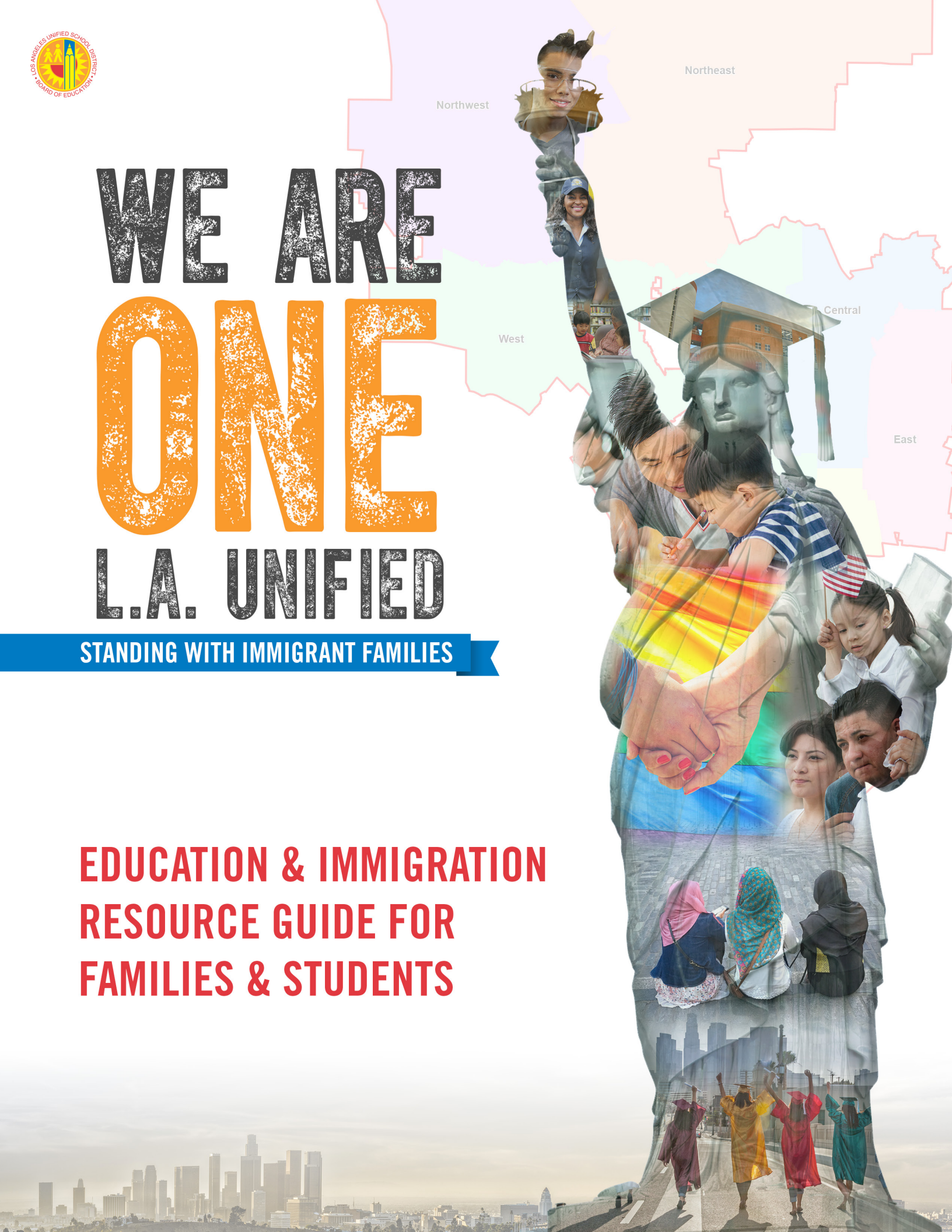




WE ARE ONE L.A. UNIFIED

STANDING WITH IMMIGRANT FAMILIES

EDUCATION & IMMIGRATION
RESOURCE GUIDE FOR
FAMILIES & STUDENTS





Acknowledgments

Special appreciation and gratitude is extended to L.A Unified's Board of Education. This Education & Immigration Resource Guide has been realized through the members' contributions and commitment to the students of L.A. Unified. The Board members are:

Mónica García, President, Board District 2
Nick Melvoin, Vice-President, Board District 4
Dr. George J. McKenna III, Board District 1
Scott Schmerelson, Board District 3
Dr. Ref Rodriguez, Board District 5
Kelly Gonez, Board District 6
Dr. Richard Vladovic, Board District 7

We are also grateful for the dedicated efforts and collaboration of so many students, teachers, administrators, support staff, parents, and community and labor partners. Without their guidance and the time they gave to provide input, this document would not have come to fruition.

Message from Vivian Ekchian, Superintendent of Schools



March 1, 2018

Dear L.A. Unified Family,

The rich diversity that permeates our school communities is one of our defining characteristics and greatest assets. L.A. Unified proudly brings together students from all walks of life, backgrounds, and regions of the world, giving students and staff unparalleled exposure to diverse viewpoints and cultures.

Immigrants are an integral part of this tapestry. Countless students and families who call Los Angeles 'home' were born in another country, and we welcome each of them with open arms. As someone who immigrated to the United States and learned English as a second language, I am acutely aware of the incredible potential that our immigrant students have; the additional resources and supports they may need to unleash that potential; and, the incalculable ways that immigrant students and their peers benefit from having a learning environment that embraces *everyone's* unique attributes.

The "We Are One" campaign formalizes and amplifies the District's efforts to cultivate welcoming learning environments for all students, including those who are immigrants. At the center of this campaign is the Education & Immigration Resource Guide, which provides families and employees with critical information related to the academic, legal, health and wellness, and enrollment needs of immigrants.

Additional information about the campaign, and resources available for immigrant families, can be found online at <http://achieve.lausd.net/WeAreOne>, and by calling the L.A. Unified School Enrollment Placement and Assessment Center at 213-482-3954.

Education is an enterprise driven by people, and building bridges is essential to our success. When we value, include, and welcome immigrants into our school communities, we build bridges not only between students and families—we build bridges between entire cultures, communities, and countries, harnessing our collective power to elevate student achievement and unlock students' dreams.

Sincerely,

A handwritten signature in black ink that reads "Vivian Ekchian".

Vivian Ekchian



Yes, You Belong at the L.A. Unified School District

We are excited that you have joined the L.A. Unified School District family. We believe that in order for your child to thrive on the journey to graduation, he or she must feel safe, cared for, connected and respected. Our safe and welcoming schools create an environment that connect students, families, and employees in a partnership for academic achievement.

L.A. Unified employees and community organizations have worked together to create this resource guide for newcomers and immigrant families.

Welcome and know that you belong at L.A. Unified.

We Are One L.A. Unified Pledge

We Are One.
We are L.A. Unified, and
We stand with immigrant families in our school communities.

We believe in MUTUAL RESPECT.

We believe in EXCELLENCE and HIGH EXPECTATIONS.

We believe in EQUITY & ACCESS.

We believe in COLLABORATION.

We pledge to work towards 100% graduation.



Table of Contents



Introduction to We Are One L.A. Unified: Standing with Immigrant Families

- Yes, you belong at the L.A. Unified School District
- Table of Contents



L.A. Unified Educational Resources

- Enrollment Procedures
- AB 167/216/1806
- Build the Habit of Good Attendance
- Completing a Meal Application & Income Eligibility Form
- English Learner Pathway for Student Enrollment
- Requesting Resources for Special Education Services
- PASSport
- Parent and Family Center
- Personnel to Know: School Site & Local District Offices
- L.A. Unified Map



Know Your Rights, Staying Informed and Prepared

- Know Your Educational Rights
- Know Your Legal Rights
- Family Preparedness Plan
- Response When Families Are Detained
- Legal Resources



100 % Graduation : Preparing our Dreamers for Graduation, College and Career

- Types of Schools by Grade Level
- L.A. Unified Individual Graduation Plan
- L.A. Unified Graduation Requirements
- Requirements to Apply to Colleges, & Universities (LACC, CSU, UC)
- California Dream Act & AB 540 Forms
- Deferred Action for Childhood Arrivals (DACA) Program & Transcripts (Updated 09-13-17)
- Scholarship Resources



Know your Health and Wellness Rights

- Know Your Health & Wellness Rights
- L.A. Unified Centers for Education and Immigration Resources
- L.A. Unified Health & Wellness Services

L.A. Unified compiled this comprehensive guide with the assistance of various nonprofit organizations with expertise in immigration and other related fields. This guide does not offer legal advice. It provides some guidance on how to be prepared and links to educational, health, and legal services. Students and families should seek advice from an attorney on an individual basis. The information contained in this guide is subject to revisions and updates depending on any changes in policies, procedures, and law.



All people in the United States, regardless of immigration status, have certain rights and protections under the U.S. Constitution. Knowing and asserting rights can make a huge difference in many situations, such as when ICE agents go to a home. The information included in this resource guide provide students, families and school staff with critical information for working together to assert the rights of all within the L.A. Unified school community.

Know Your Educational Rights



You have the Right to Enroll Your Child at any Public School

The 1982 Supreme Court Case Plyler vs. Doe held that all children have a Constitutional right to access a free public education regardless of their immigration status or that of their parents. All District K-12 schools, early education centers, adult schools, and parent centers are resource and information sites for students and their families, per Board Resolution 032. Every student, regardless of immigration status, will be immediately enrolled in school. If you're turned away by a school contact the School Enrollment, Placement & Assessment Center at (213) 482-3954.



Confidentiality of Personal Information

The Family Education Rights and Privacy Act (FERPA) generally prohibits school districts from providing third parties with student education records. However, there may be exceptional circumstances under which the L.A. Unified could be required to provide pupil records information to federal immigration officials, including the following: 1) if there is a valid subpoena, judicial warrant, or court order; and 2) if there are emergency circumstances, such as confirmed danger to public safety. Otherwise your personal information is not shared by the L.A. Unified without your consent.



Complaint Rights

You have the right to file a complaint under the District's Uniform Complaints Procedures for noncompliance with state and federal laws and regulations, including but not limited to alleging discrimination, harassment, intimidation and/or bullying. Complainants are protected from retaliation. Complaints under various venues (e.g., UCPs, special education due process, Title IX) are afforded to all students regardless of immigration status. For more information regarding this, see <https://achieve.lausd.net/Page/3655>.



Be Prepared

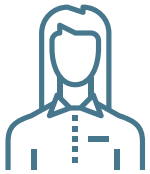
Speak to your family including your children, about critical information that every member of the family must know regarding legal guardianship, health records, important documents, and who to contact at the school site should a member or caretaker affidavit of the family be detained by I.C.E. Keep your documents updated and located in a safe and accessible area, including the emergency information card.



“Community Resource Guide for Immigrant Angelenos, Compiled by Mayor’s Office of Immigrant Affairs, <https://www.lamayor.org/KnowYourRights>”

Know Your Legal Rights

The United States Constitution guarantees certain rights for every person living in the United States, whether immigrant or native-born citizen, documented or undocumented. Today more than ever, it is important to know and assert your rights.



Right to Remain Silent

Everyone has the right to remain silent. You can plead the 5th Amendment and choose not to speak. You don’t have to answer any questions or disclose any information regarding where you were born or how you entered the United States. Anything you say to federal immigration enforcement officials can be used against you—so be aware that you can exercise your 5th Amendment rights.



Don’t Open Your Door

You may talk with an Immigrant and Customs Enforcement (ICE) officer without having to open your door. In some cases, ICE agents may identify themselves as police officers. You are encouraged to look through a window or peephole or ask them to identify themselves without opening the door. They are not allowed to enter your home unless you invite them in or if they have a warrant signed by a judge. You may ask them to hold the warrant up against a window or slide it under the door. To ensure the validity of the warrant, make sure that it includes your correct name and address.



Private Spaces

ICE is not allowed in other private spaces—such as a doctor’s office – without a warrant. Staff members are able to deny ICE permission to enter these private areas if they don’t have a warrant or if the warrant is not signed by a judge.



Speak to a Lawyer before Signing or Speaking

The language used on legal documents may be confusing or hard to understand—so do not sign anything if you are not certain about what it means. Always speak to an attorney before signing anything given to you by ICE. If you are questioned by an immigration officer, simply ask that you wish to speak to a lawyer. If the questioning continues, repeat your request to speak with a lawyer.



You Have the Right to a Lawyer and a Hearing

You may have a lawyer by your side if ICE or other law enforcement officers begin to question you. If you are arrested for a crime, you have the right to a lawyer – and should ask for one immediately. If you are detained by ICE, you have the right to speak with an attorney. You also have a right to a court hearing and for a judge to review your case. While a judge reviews your case, you can remain in the United States until a final decision is made.



“Community Resource Guide for Immigrant Angelenos, Compiled by Mayor’s Office of Immigrant Affairs, <https://www.lamayor.org/KnowYourRights>”

Know Your Legal Rights

Record All Information

If possible, take pictures and record any encounters with federal immigration enforcement officials. Try to take note of all names, badge numbers, time, location, and exactly what happened. You can use this information in your defense.

Defend Yourself

Make sure to have a trustworthy attorney on hand to help explore all your options when arguing your case. You may be eligible for bail or there may be forms of immigration relief that you are not aware of.

Red Cards

The Immigrant Legal Resource Center (ILRC) has created Red Cards to help our communities assert their constitutional rights in encounters with federal immigration enforcement officials.

Usted tiene derechos constitucionales:

- **NO ABRA LA PUERTA** si un agente de inmigración está tocando la puerta.
- **NO CONTESTE NINGUNA PREGUNTA** de un agente de inmigración si el trata de hablar con usted. Usted tiene el derecho de mantenerse callado.
- **NO FIRME NADA** sin antes hablar con un abogado. Usted tiene el derecho de hablar con un abogado.
- Si usted está afuera de su casa, pregunte al agente si es libre para irse y si dice que sí, váyase con tranquilidad.
- **ENTREGUE ESTA TARJETA AL AGENTE.** Si usted está dentro de su casa, muestre la tarjeta por la ventana o pásela debajo de la puerta.

I do not wish to speak with you, answer your questions, or sign or hand you any documents based on my 5th Amendment rights under the United States Constitution.

I do not give you permission to enter my home based on my 4th Amendment rights under the United States Constitution unless you have a warrant to enter, signed by a judge or magistrate with my name on it that you slide under the door.

I do not give you permission to search any of my belongings based on my 4th Amendment rights.

I choose to exercise my constitutional rights.

These cards are available to citizens and noncitizens alike.

When interrogated by federal immigration officials, you have the right to stay silent. Hand the Red Card to the officer and remember that you do not have to answer any questions.

Organizations and individuals may request these cards for distribution at the following website <https://www.ilc.org/redcards>. These cards are also available at the offices of some of our partner organizations.



Family Preparedness Plan

Every family should have a Family Preparedness Plan that can assist in an emergency.

The Family Preparedness Plan should include the following:

- Regularly update your child’s school emergency card. You can request, keep a copy or use the optional form below to organize your information.
- Designate a trusted adult that can care for your child if you cannot.
 - Seek counsel from a legitimate legal organization for information on legal guardianship.
- Review with the designated trusted adult their specific roles and responsibilities.
- Securely store all important vital documents in a location that the child and/or assigned caregiver has access to. (Ex. Birth certificate/passports, social security card, medical record, insurance card affidavits, ID, etc...)
- Review with designated caregiver/guardian any financial assistance available for the care of your child.
- Write down any medical conditions and/or medications of your child.
- Make a list of emergency contact information that your child can use for assistance.
- Find out About Your Immigration Options (if applicable).
 - Seek counsel from a legitimate legal organization for legal advice and services.
- Review your preparedness plan with your child and the assigned caregiver/guardian.

You can refer to the following templates below that can assist with gathering emergency contact information, children’s information & medical history, and it includes a checklist of important documents you should keep on file.



“The Family Preparedness Plan, provided by Immigrant Legal Resource Center (ILRC)”

Emergency Numbers and Important Contact Information

Family Contacts	
Mother/Parent/Guardian:	
A Number	
Home Phone	
Cell Phone	
Work Address	
Work Phone	
Father/Parent/Guardian:	
A Number	
Home Phone	
Cell Phone	
Work Address	
Work Phone	
Other Emergency Contact and Relationship:	
Cell Phone	
Other Emergency Contact and Relationship:	
Cell Phone	
Country of Origin Family Contact:	
Phone Number	
Home Address	
Emergency Numbers	
Immediate Emergency	911
Police Department	
Fire Department	
Poison Control	

Miscellaneous Contacts	
Doctor:	
Phone Number	
Health Insurance Company	
Policy Number	
Pediatrician:	
Phone Number	
Health Insurance Company	
Phone Number	
Car Make/Model:	
License Plate Number	
Car Insurance Company	
Attorney/Legal Services Provider:	
Address	
Phone Number	
Consulate:	
Address	
Phone Number	
Pastor/Clergy:	
Phone Number	
Address	
Congress Member:	
Phone Number	



Emergency Numbers and Important Contact Information

(Complete one form for every child)

Keep this information so those you designate to care for your children in your absence have all the information they may need.

Children's Information & Medical History	
Child's Name	
A-Number (Green Card/Visa)	
Date of Birth	
Child's Cell Phone Number	
Name of School	
School Phone Number	
Teacher's Names	
Classroom Number	
Afterschool Program Name	
Afterschool Program Number	
Other: Camp/Sports/Program	
Other: Camp/Sports/Program Phone Number	
Allergies	
Medical Conditions	
Medications	
Doctor's Phone Number	
Doctor's Address	
Health Insurance	
Additional Numbers	



“The Family Preparedness Plan, provided by Immigrant Legal Resource Center (ILRC)”

Filing of Important Documents

Keep a file of all of these documents or a copy of these documents in a safe place. Tell your children, family members, and emergency caregiver where to find this file in an emergency.

- Passports
- Birth Certificates
- Marriage License (if applicable)
- Caregiver’s Authorization Affidavit
- Any Restraining orders you may have against anyone (if applicable)
- A-Number and any immigration documents (work permit, green card, visa, etc.)
- Documents demonstrating your residence in the United States and amount of time you have been physically present in the United States
- Driver’s License and/or Other Identification Cards
- Social Security Card or ITIN number
- Registry of birth
- Important Children’s Information
- Emergency Numbers and Important Contact Information
- Children(s)’ Medical Information, including health insurance, medication list, and doctor’s contact information
- Any other documents you would want to be able to quickly find

Consider keeping an extra copy electronically, for example, storing the above documents in a Google Drive, icloud, or on your phone for your children or other family relatives to have easy access.





Safety Plan



Have emergency contact(s)

- Update your contacts in case you are detained, and memorize important phone numbers (lawyer, family, etc.).



Make arrangements for childcare and school pick-ups

- Make sure the School Emergency Card is up-to-date at your child(ren)'s school.
- Consider designating a trusted adult to temporarily care for your children.
- Encourage parents to provide the school with a caregivers affidavit.



Arrange for your medical needs

- Have medical information, including medications, dosages, and doctor's contact information, on hand and in a safe place.



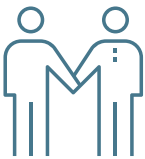
Organize important documents

- Store documents in a safe place. Make copies and make them accessible to a trusted person.



Keep your identification within close reach

- Driver's License, Identification Card, Alien Registration Number (A#), etc.) and birthdate
- This includes keeping information in a place accessible by family members in case they need to locate you.



Create a network of friends, family, neighbors, etc.,

- This network of support will be essential to help you and your family stay informed in case you are detained.



Response When Families Are Detained

Parents/Guardians/Caregivers

Make a Plan

It's important to always have a plan and prepare for any possible situation. Please consider taking the following steps:

- ❑ Memorize all important phone numbers in case you or a loved one is detained. The numbers of parents, friends, close relatives and immigration attorney should all be memorized in case of an emergency.
- ❑ Identify someone you can trust to take on the responsibility of taking care of your children in case of an emergency. List the person as an emergency contact at your child's school. Consult an attorney to process an affidavit for the individuals that will care for your family in your absence.
- ❑ If you are responsible for taking care of children or elders, try to have alternate caregivers available in case you are detained.
- ❑ Try to keep important legal documents, including immigration documents and birth certificates, in a safe, accessible place for family members to have in case of an emergency.
- ❑ Tell your relatives and friends where to find you in case you are detained. Ask them to look you up under the ICE detainee locator: <https://locator.ice.gov/odls/homePage.do>



Student Rapid Response

Steps you may follow when a student's parent is detained by ICE

Suggestions for students who find themselves in a situation where their parent or guardians have been detained by ICE.

It is important that you discuss a safety plan beforehand with your parent /guardian if you are concerned that they may be at risk of being detained or deported:

- Discuss with your parents/guardian who your caregiver is in their absence.
- Discuss with your parents/guardian where important documents such as your birth certificate, medical records, insurance card, social security cards are stored.
- Memorize important phone numbers.
- Seek legal counsel with your parents/guardians from a legitimate legal organization to establish legal guardianship and custody for minors. A list of legal resources is included in this guide.
- Verify that your parents regularly update your school emergency card on file with new phone numbers and emergency contacts.

If you are made aware that your parent or guardian has been detained during school hours:

- Talk to a school administrator.
- Consult with a school administrator for support with contacting your siblings' schools, and to arrange a plan to support your siblings academic and social emotional needs.

If your parents are detained after school hours you can:

- Contact the caregiver your parent has designated to care for you in case of emergency or in your family safety plan.
- Contact a local legal organization for support. A list of legal resources is included in the guide.
- Attempt to contact the Online Detainee Locator through ICE for more information about your parent with adult support at 1-888-351-4021.
- Search for your family preparedness plan or documents with personal information, and keep them within close reach, (Alien Number if applicable, full name, date of birth etc.).

If you are detained by ICE:

- Refer to the "Know Your Rights" information included in this guide.



Legal Resources

The following is a list of reputable legal organizations serving the Los Angeles area. It is important that families seek legal advice from reputable organizations and lawyers who specialize in particular legal matters. For your protection, it is not recommended that you seek assistance from “notarios” who are not licensed to practice law. L.A. Unified recognizes and appreciates the various organizations for providing support and lending their expertise in their respective legal fields to inform and educate our communities. This list will be updated periodically for additional resources. Please also check with the organizations on hours and clinic times as they may be subject to change.

Asian Americans Advancing Justice-LA

1145 Wilshire Blvd., 2nd Floor
Los Angeles, CA 90017
Phone: (213) 977-7500
<http://advancingjustice-la.org/>

Asian Americans Advancing Justice provides services in multiple languages:

Chinese - (800) 520-2356
Khmer - (800) 867-3126
Korean - (800) 867-3640
Thai - (800) 914-9583
Vietnamese - (800) 267-7395
Tagalog - (855) 300-2552
English/Spanish/Other - (888) 349-9695

Provides low cost legal information, counseling and representation

- Free citizenship workshops
- Free immigration relief eligibility screenings
- Family-based immigration, asylum, Special Immigrant Juvenile Status, T-Visa, Temporary Protected Status, U-Visa, and Violence Against Women Act (VAWA)
- Workers’ rights, wages, labor trafficking, housing, and family law

Bet Tzedek Legal Services

3250 Wilshire Blvd.,
Los Angeles, CA 90010
Phone: (323) 549-5825
www.bettzedek.org

Provides free legal services for qualifying low-income individuals and families in Los Angeles

- Probate Guardianship proceedings
- Special Immigrant Juvenile Status
- Elder/Caregiver Law, Employment Rights, Guardianships, Human Trafficking, Health, Holocaust Reparations, Housing, and Public Benefits



Legal Resources

CARECEN

Headquarters

2845 W. 7th Street
Los Angeles, CA 90005
Phone: (213) 385-7800

<http://www.carecen-la.org>

San Fernando Valley Location

16501 Sherman Way, Suite 245
Van Nuys, CA 91406
Phone: (818) 616-6019

Day Labor Center

1675 Wilshire Blvd.,
Los Angeles, CA 90017
Phone: (213) 483-0136

Provides low or no-cost comprehensive legal services

- Citizenship and permanent residency application assistance
- Legal representation for asylum applicants, unaccompanied minors and Violence Against Women Act (VAWA), U-Visas applicants and their beneficiaries, family petitions, work permit renewals and Deferred Action for Childhood Arrivals (DACA.)
- Education, enrichment and leadership development programs for children
- Youth Center
- Citizenship classes
- Day Laborer Center no agency fees
- English courses as well as information about labor, health and safety laws

CHIRLA

2533 W 3rd St.,
Los Angeles, CA 90057
Phone: (213) 353-1333

<http://www.chirla.org/>

Pacoima Branch

11243 Glenoaks Blvd.,
Pacoima, CA 91331
Phone: (818) 860-7634

Hours: Monday, Tuesday & Thursday - 10 am-5 pm

- Low-cost immigration services to the community

California Immigrant Policy Center (CIPC)

634 South Spring Street
Suite 600 A
Los Angeles, CA 90014
Phone: (213) 250-0880

www.caimmigrant.org

- Identifies important immigrant-related policy issues
- Works alongside lawmakers, advocates, policy makers, and community members to support policies that benefit all Californians
- Issue areas include advocating against mass detention and deportation, immigrant integration, health and public benefits, and protecting workers' rights



Legal Resources

Community Lawyers, Inc.

1216 E. Compton Blvd.,

Compton, CA 90221

Phone: (310) 635-8181

<http://www.community-lawyers.org/>

- Provides legal clinics, workshops, and information sessions
- With the support of volunteer attorneys, students, and paralegals work to educate individuals about their legal rights and responsibilities

Esperanza Immigrant Rights Project

1530 James M. Wood Blvd.

Los Angeles, CA 90015

Phone: (213) 251-3505

<https://www.esperanza-la.org>

Direct Representation Program (no cost)

Staff attorneys represent:

- Released youth eligible for relief.
- Detained adults who qualify for the National Qualified Representative Program (NQRP)

Pro Bono Program

- Volunteer attorneys provide pro bono representation for released youth in the Los Angeles and adults detained at Adelanto Detention Center
- Affordable Services Program
- Offers a variety of services to low-income clients who cannot afford private attorneys

Immigrant Defenders Law Center

634 S. Spring St., 10th Fl.,

Los Angeles, CA 90014

Phone: (213) 634-0999

www.ImmDef.org

Hours: Monday - Friday 9 am - 5 pm

Immigrant Legal Resource Center (ILRC):

- Hosts webinars, podcasts, conference calls, and publishes informative toolkits and flyers for public use

- Provide full-scale deportation defense
- Legal education classes and screenings
- Legal representation of minors who have been designated as Unaccompanied Alien Children (UAC) by the Office of Refugee Resettlement (ORR) who are in active removal proceedings



Legal Resources

Immigrant Legal Resource Center (ILRC):

Phone: (415) 255-9499

<https://www.ilrc.org/>

Hosts webinars, podcasts, conference calls, and publishes informative toolkits and flyers for public use

International Rescue Committee (IRC)

625 N. Maryland Ave.,
Glendale, CA 91206

Phone: (818) 550-6220

<https://www.rescue.org/united-states/los-angeles-ca>

Hours of Operation: 9 am - 6 pm

Languages: Armenian, Farsi, Arabic, Spanish,
Tagalog, Bosnian and Serbian

- Resettlement of Refugees, asylees, CAM AOR, citizenship and financial literacy classes and immigration services
 - Immigration workshops
 - Free citizenship classes and financial literacy classes in Library
 - Cultural orientations for refugees classes
-

Kids In Need of Defense (KIND)

888 West 6th Str., Suite 900

Los Angeles, CA 90017

Phone: (213) 274-0170

Fax: (213) 274-0169

<https://supportkind.org/>

- Protection of children who enter the U.S. immigration system alone
 - Ensures that child do not appear in immigration court without representation
-

Legal Aid Foundation of Los Angeles

5228 Whittier Blvd.

Los Angeles, CA 90022

Phone: (800)399-4529

www.lafla.org

Hours: Monday - Friday 9 am - 5 pm

Provides civil legal aid and direct representation in court on civil matters especially with regard to housing and evictions, government benefits and domestic violence/family law. Offers community education, know your rights workshops and legal clinics. Immigration work focuses on adults and minors who have been the survivors of crime



Legal Resources

**Los Angeles County Bar Association (LACBA)
Immigration Legal Assistance Project**
Los Angeles Federal Building (same building as US
Citizenship & Immigration Services)
300 N. Los Angeles St., Room 3107
Los Angeles, CA 90012
Phone: (213) 485-1873 or (213) 485-1872

Office hours are Monday - Friday, 8 am - 12:00 pm
and 1 pm - 3 pm

Immigration Legal Assistance Project provides quality legal advice and form preparation

- Preparation of immigration and naturalization petitions; Family, travel permits, work permits, naturalization, Deferred Action for Childhood Arrivals (DACA), child citizenship, fee waivers, replace lost "green" cards, adjustment of status, military PIP, consultations on DAPA, affidavits of support, conditional residency, and much more.

Loyola Immigrant Justice Clinic

919 Albany St.,
Los Angeles, CA 90015
Phone: (213) 252-7409

<http://www.lls.edu/academics/clinicexperientiallearning/loyolaimmigrantjusticeclinic/>

Hours of Operation: 9 am - 5pm

- Community based collaboration of Loyola Law School, Homeboy Industries and Dolores Mission Parish to advance the rights of the indigent immigrant population residing on the East Side of Los Angeles
Additional Information:

National Immigration Law Center (NILC):

3450 Wilshire Blvd., #108 – 62
Los Angeles, CA 90010
Phone: (213) 639-3900

Hours: Monday - Friday 9 am - 5 pm

<https://www.nilc.org/>

- Provide full-scale deportation defense
- Legal education classes and screenings
- Legal representation of minors who have been designated as Unaccompanied Alien Children (UAC) by the Office of Refugee Resettlement (ORR) who are in active removal proceedings



Legal Resources

Neighborhood Legal Services of Los Angeles County (NLSLA)

13327 Van Nuys Blvd.
Pacoima, CA 91331

9354 Telstar Ave.
El Monte, CA 91731
Phone: (800) 433-6251
<http://www.nlsla.org/>

1104 E. Chevy Chase Dr.
Glendale, CA 91205

English, Spanish, Armenian, Chinese, Vietnamese,
Tagalog and all other languages

Antelope Valley and throughout Los Angeles County

- Serves low income individuals and families
- Provides education, advice and legal representation in the following areas: health, housing, domestic violence, consumer debt, public benefits, veteran benefits & criminal record clearing

PARS Equality Center

4954 Van Nuys Blvd., Suite 201
Sherman Oaks, CA 91403
Phone: (818) 616-3091

www.parsequalitycenter.org

- Advocates for families and individuals in need with a strong focus on refugees, asylees, and those newcomers living in poverty.
- Resume writing and interview skills workshop, Mental Health Workshops, Business Workshops. Financial Aid and College application workshop, Financial Literacy workshop, Computer Classes, ESL classes, Citizenship Classes, Job Placement, Social Services.

Public Counsel

610 South Ardmore Avenue
Los Angeles, CA 90005
Phone: (213) 385-2977

Hours: Monday - Friday 9 am - 5:15 pm

- Represents individuals seeking asylum in the United States based on past persecution or a well founded fear of future persecution on account of political opinion, race, religion, nationality or membership in a particular social group.
- Assists immigrants who have been abused by a US citizen or permanent resident, and victims of trafficking and other crimes.



“The 5 Things You Need to Know About Your Health Rights, provided by California Immigrant Policy Center” (CIPC)

Health rights are provided to everyone regardless of immigration status. It is important to encourage students and families to practice healthy habits and seek medical treatment when appropriate and necessary. L.A. Unified has various resources available, including the School Enrollment, Placement and Assessment (S.E.P.A.) Center, other school based health clinics, and wellness centers located throughout the District. Contact any of these sites for assistance with health and wellness needs.

5 Things You Need To Know About Your Health Rights

1

Review Your Health Care Options – Sign up for emergency or full-scope “comprehensive” Medi-Cal, a health plan through Covered California, or My Health LA, if you meet the requirements. Find out if you are eligible for any of these programs by going to your local county human services office, or a local clinic at www.localclinic.net or call (855) 899-7587.

2

Your Health Matters – If you and your children already have health care, we encourage you to set up appointments for yearly check-ups. Stay up to date with vaccinations and medical visits, and seek a medical professional when needed.

3

Personal Information Is Confidential – Your personal information provided to Covered California, Medi-Cal, or My Health LA is not shared with immigration enforcement entities, even if a member of the family is undocumented. These health programs can only use personal information to determine if you are eligible for coverage. It is important to not misrepresent information when completing an application, or dealing with any government agency.

4

Language Assistance – Language assistance is available for any person who applies for or uses Medi-Cal or Covered California services. It is available at no cost. The person enrolling can request an interpreter who speaks their language and can request translated materials free of charge.

5

The Affordable Care Act Is Still The Law – At this time, there are no changes to eligibility or coverage for Covered California, Medi-Cal, or My Health LA. The best way to protect your health care is to review your health care options, sign-up if you are eligible, and utilize health services available to you and your family. Health care is a human right!





Student Health & Human Services
achieve.lausd.net/shhs



CENTERS FOR EDUCATION AND IMMIGRATION RESOURCES



The goal of Student Health & Human Services staff is to assess student and family needs related to health insurance enrollment, school enrollment, attendance, health, and mental health and to connect them with services to ensure academic success.

Access and referrals to L.A. Unified and community resources:

- Health and Medical Services
- Immunizations
- Legal Referrals
- Mental Health Services
- School Enrollment

LOCAL DISTRICT EAST

Jardín de Niños
3921 E. Selig Pl.,
Los Angeles, CA 90031
(323) 224-3100

LOCAL DISTRICT CENTRAL

School Enrollment, Placement and
Assessment (S.E.P.A.) Center
1339 Angelina St.,
Los Angeles, CA 90026
(213) 482-3954

LOCAL DISTRICT NORTHEAST

8401 Arleta Ave.,
Sun Valley, CA 91352
(818) 252-5400

LOCAL DISTRICT WEST

11380 W. Graham Pl.,
Los Angeles, CA 90064
(310) 914-2100

LOCAL DISTRICT NORTHWEST

6621 Balboa Blvd.,
Lake Balboa, CA 91406
(818) 654-3600

LOCAL DISTRICT SOUTH

1208 Magnolia Ave.,
Gardena, CA 90247
(310) 354-3400



1-866-742-2273



Monday - Friday
8 a.m. - 4:30 p.m.



L.A. Unified Health & Wellness Services

The Los Angeles Unified School District offers a variety of free to low-cost health services to students and families. Visit one of the clinics and/or wellness centers listed below to request health services, or references to a trustworthy clinic in your community. The clinics listed below are operated by L.A. Unified in collaboration with non-profit community based organizations. You have the right to access affordable health services.

What is a LA Unified Health Clinic?

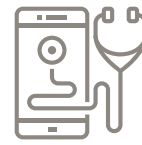
At several L.A. Unified operated health clinics, school physicians provide preventive health assessments, and preventive health related services to Child Health and Disability Prevention (CHDP) eligible children and teens. The following services are available free of charge to eligible L.A. Unified students and their siblings ages 3-18 who do not have health insurance or access to a regular doctor: sports physicals, complete physical examinations, immunizations, school entry exams, oral health assessments, vision screenings, nutrition assessments, TB Testing, and etc.

LD	L.A. Unified Health Clinic	Provider	Address	Office Hours
NW	Hart Street Elementary School	Dr. S. Samoha DDS, Inc. (818) 340-4042	21006 Hart St., Canoga Park, CA 91303	T/Th: 10 am - 6:30 pm
NE	Maclay Middle School	Northeast Valley Health Corp. (818) 897-2193	12540 Pierce Ave., Pacoima, CA 91331	M-Th: 7:30 am - 4 pm
NE	Pacoima Middle School	Mission City Community Net. (818) 895-3100	9919 Laurel Canyon Blvd. Pacoima, CA 91331	M-F: 8 am - 5 pm
NE	San Fernando High School	Northeast Valley Health Corp. (818) 365-7517	11133 O'Melveny Ave., San Fernando, CA 91340	M-F: 7:30 am - 4 pm
NE	Sun Valley Middle School Health Center	Northeast Valley Health Corp. (818) 432-4400	7223 N. Fair Ave., Sun Valley, CA 91352	M/T/Th/Sat: 8 am - 5 pm W: 8 am - 9 pm F: 9 am - 5 pm
C	Nevin Elementary School (Dental)	Eisner Pediatric and Family Medical Ctr. (323) 232-2236	1569 E 32 nd St. Los Angeles, CA 90011	W-F: 8 am - 2:30 pm
C	The Accelerated School	South Central Family Health Ctr. (323) 908-4242	4000 S. Main Street, Los Angeles, CA 90037	M/W/Th/F: 7 am - 3:30 pm T: 7 am - 4:30 pm
E	El Sereno Middle School Dental Clinic	Hilda Solis Dental Clinic (323) 987-1021	2839 N. Eastern Ave Los Angeles, CA 90032	F: 9 am - 6 pm



L.A. Unified Health & Wellness Services

LD	L.A. Unified Health Clinic	Provider	Address	Office Hours
E	Lincoln High School	St. John's Well Child (323) 441-2139	2512 Alta St. Los Angeles, CA 90031	M/W/Th/F: 8:30 am - 5 pm T: 10:30 am - 7 pm Sat: 7 am - 3:30 pm
S	Gardena High School	Gardena Health Clinic (310) 808-1180	1301 West 182 nd St., Gardena, CA 90248	M-F: 8 am - 4 pm
W	Hyde Park Avenue/Yes Academy School	St. John's Well Child and Family (323) 750-9232	6505 8th Ave Los Angeles, CA 90043	M/W/F: 8 am - 5 pm T/Th: 8:30 am - 7 pm Sat: 7 am - 3:30 pm
		L.A. Unified School Mental Health (323) 750-5167	6519 8 th Ave., Bungalow #46 Los Angeles, CA 90043	M-F: 8 am - 4:30 pm



What is a Wellness Center?

L.A. Unified operates fourteen wellness centers throughout school campuses. Wellness Centers are L.A. Unified-built facilities, staffed by outside medical providers, who will see members of the community in addition to students. They are able to provide continuing care to families who make a particular center their “medical home”.

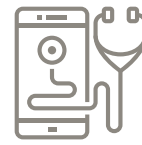
LD	School	Community Provider	Mental Health Provider
NW	Monroe Arts High School 9119 Haskell Ave. North Hills, CA 91343	Valley Community Health Care (818) 763-8836 M-F: 8 am - 4:30 pm Teen Clinic: M: 1:00 pm - 8:00 pm T: 9 am - 6 pm W: 9 am - 8 pm TH: 9 am - 5 pm SAT: 11 am - 3 pm	Child and Family Guidance Center (818) 739-5900 M-F: 8:30 am – 5:30 pm
C	Belmont High School 1575 W. 2nd St. Los Angeles, CA 90026	Asian Pacific Health Care (323) 644-3880 M/T/W/F: 8:30 am - 5 pm TH: 1:30 pm - 5 pm	L.A. Unified School Mental Health (213) 241-4451 M-F: 7:30 am - 4:30 pm
C	Jefferson High School 3410 S. Hooper Ave. Los Angeles, CA 90011	South Central Family Health Center (323) 908-4200 M-F: 8 am - 4:30 pm	South Central Family Center (323) 908-4200 M-F: 8 am - 4:30 pm
C	Manual Arts High School 4085 S. Vermont Ave. Los Angeles, CA 90037	St. John’s Well Child & Family (323) 290-8360 M/T/TH: 8:30 am - 7:30 pm W/F: 8:30 am - 5:00 pm Sat: 7:00 am - 3:30 pm	Los Angeles Child Guidance Clinic 323-766-2345 M-F: 8:30 am - 5 pm Sat: 7 am - 3:30 am
S	Carson High School 270 E. 223rd St. Carson, CA 90745	South Bay Family Health Center (310) 802-6170 M/W/F: 8 am - 4:30 pm TU/TH: 9 am - 5 pm	L.A. Unified School Mental Health 310-802-6170 M- F: 7:30 am - 4 pm
S	Fremont Wellness Center 7821 S. Avalon Blvd. Los Angeles, CA 90003	UMMA Community Clinic (323) 404-9270 M-F: 8 am - 5 pm Sat: 7:30 am - 4:30 pm	Weber Community Center (323) 234-4445
S	Jordan High School 10110 S. Juniper St. Los Angeles, CA 90002	Watts Health Center (323) 488-5915 M-F: 7:30 am - 4:30 pm	Children’s Institute, Inc. (213) 385-5100 M-F: 7:30 am - 4:30 pm



What is a Wellness Center?

LD	School	Community Provider	Mental Health Provider
NW	Locke Early Education Center 316 E. 11 th Street, Los Angeles, CA 90061	Watts Health Center (323) 450-2376 M-F: 8 am - 4:30 pm	L.A. Unified School Mental Health (323) 418-1055 M-F: 8 am - 4:30 pm
E	Gage Middle School 2975 Zoe Avenue, Huntington Park, CA 90255	Northeast Community Clinics (323) 826-9449 M-Th: 8 am - 5 pm F: 12 pm - 5 pm	L.A. Unified School Mental Health (323) 826-1520 M-F: 8 am - 4:30 pm
E	Garfield High School 501 S. Woods Avenue, Los Angeles, CA 90022	Via Care Community Health Center (323) 262-0721 M-F: 1 pm - 5 pm	Via Care Community Health Center (323) 262-0721 M-F: 1 pm - 5 pm
E	Elizabeth Learning Center 4811 Elizabeth Street, Cudahy, CA 90201	South Central Family Health Center (323) 905-5801 M & F: 8 am - 12 pm W: 1 pm - 4:30 pm	L.A. Unified School Mental Health (323) 271-3676 M-F: 8 am - 4:30 pm
W	Crenshaw High School 5010 11 th Ave, Los Angeles, CA 90043	T.H.E. Clinic (323) 730-1920 x505 M/W/Th: 8 am - 5 pm	L.A. Unified School Mental Health (323) 290-7737 M-F: 8 am - 4:30 pm
W	Hollywood High School 1530 Orange Drive, Los Angeles, CA 90028	LAUSD/Kaiser Permanente/PPLA (323) 993-2355 M-F: 8:30 am - 3:30 pm	AVIVA Family and Children's Services (323) 394-5742 M-F: 8:15 am - 3:30 pm
W	Washington Prep Wellness Center 1550 W. 110 th Street, Los Angeles, CA 90047	St. John's Well Child & Family (323) 757-2775 M-Th: 8:30 am - 7:30 pm Sat: 7 am - 3:30 pm	L.A. Unified School Mental Health (323) 481-4101/4102 M-F: 8 am - 4:30 pm Students only





What is a School Based Clinic?

LAUSD School-Based clinics are staffed by L.A. Unified school physicians and nurse practitioners who see students and their siblings only. Families can receive help with enrolling their children into Medi-Cal to receive services, but these clinics are “assessment only”. In other words they perform physicals and give immunizations but do not provide continuous care for patients with chronic conditions.

LD	School Based Clinics	Office Hours	Phone Number
NE	Telfair Elementary Health Clinic Vision Services 10911 Telfair Ave., Pacoima, CA 91331	M-F: 8 am - 3 pm W, Th & 4 th F: 8 am - 3 pm	Tel: (818) 899-6113 Fax: (818) 896-1074
NW	Kennedy High School Clinic* 11254 Gothic Ave., Granada Hills, CA 91344	M-F: 8 am - 3:30 pm	Tel: (818) 271-2547 Fax: (818) 271-2563
NW	Lawrence Middle School Clinic 10100 Variel Ave., Chatsworth, CA 90066	M-F: 8 am - 3 pm	Tel: (818) 678-7965 Fax: (818) 678-7967
NW	Wellness/ Immunization Clinic- Zelzah site 6505 Zelzah Ave, Reseda, CA 91335	M-F: 7:30 am - 3:30 pm	Tel: (818) 654-1652 Fax: (818) 758-9961
C	Foshay Health Center 3751 S. Harvard Blvd., Los Angeles, CA 90018	M-F: 8 am - 3:30 pm	Tel: (323) 373-2788 Fax: (32) 373-2784
C	S.E.P.A Center 1339 Angelina St., Los Angeles, CA 90026	M-F: 8 am - 4 pm	Tel: (213) 482-3954 Fax: (213) 481-2097
W	Hollywood High School Clinic* 1521 North Highland Ave., Los Angeles, CA 90028	M-F: 8 am - 3:30 pm Serve students only*	Tel: (323) 993-2355 Fax: (323) 993-2359
W	Mark Twain Middle School Immunization Clinic 2224 Walgrove Ave., Los Angeles, CA 90066	T & Th: 7:30 am - 2:30 pm	Tel: (310) 305-3100 Fax: (310) 398-1627
E	Holmes Elementary School Clinic 5108 Holmes Ave., Los Angeles, CA 90058	M-F: 8 am - 3:30 pm	Tel: 323) 587-3628 Fax: (323) 582-0723
E	Roosevelt High School Clinic 456 South Mathews St., Los Angeles, CA 90033	M-F: 8 am - 3 pm	Tel: (323) 780-4575 Fax:(323) 780-4580
E	San Miguel Elementary Start Clinic 9801 San Miguel Ave., South Gate, CA 90280	M-F: 8 am - 3:30 pm	Tel: (323) 566-8269 Fax: (323) 566-8665
E	2nd Street Elementary School 1942 East 2 nd St., Los Angeles, CA 90033	T & F: 8 am - 3 pm	Tel: (323) 264-1926 Fax: (323) 264-2102
S	Diego Rivera Learning Complex Immunization Clinic 6100 South Central Ave., Los Angeles, CA 90001	M & W: 7:30 am - 2:30 pm	Tel: (323) 846-2001 Fax: (323) 846-2028



What is Children’s Health Access and Medi-Cal Program?

The State of California offers the Children’s Health Access and Medi-Cal Program (CHAMP) to all eligible children including undocumented minors. The personal information provided by families to the CHAMP is confidential and protected by law. Undocumented families are encouraged to enroll their children as the program seeks to help all children lead a healthy life. Families are provided pre-screening for health insurance program eligibility, health insurance application assistance and enrollment, outreach and education on the Affordable Care Act, and health care referrals. For further assistance you can contact CHAMP at (866) 742-2273.

What is the LA Trust?

The LA Trust is a non-profit organization working to improve the health of the children of the Los Angeles Unified School District. The organization provides access to free and low-cost health services. For further information visit their website: www.thelatrust.org or call their office at (213) 241-3511.

What are Healthy Start Programs?

Healthy Start connects students, families, and community members to: basic need resources, medical, dental, and vision services, and mental health counseling. Healthy Start assists families to apply for health insurance and provide confidential case management services. The Healthy Start Program can be contacted at (213) 241-4293.





The L.A. Unified has developed policies and procedures to ensure families have no obstacles when they enroll students at any school. We look forward to working with families to highlight the importance of attendance and together advocate for the rights of specialized student populations.

Enrollment Procedures

1. Parent/guardian can visit the school's main office to obtain an enrollment packet.
2. Parent/guardian will need an enrollment packet for each child.
3. Parent/guardian will need to submit a copy of the student's birth certificate/passport, immunization record, proof of residency, and parent/guardian identification card/passport along with completed enrollment forms.
4. Children must have required immunizations before they can attend school in California.
5. School staff will provide affidavits for any missing but required documents at the time of enrollment.
 - a. The following affidavits will be provided by school staff as an alternative documentation and placed in the students cumulative record once the process had been completed:
 - i. Affidavit to Verify Residence
 - ii. Affidavit of Temporary Residence
 - iii. Affidavit for Proof of Age of Minor
 - iv. Affidavit of Parent/Legal Guardian Information
 - v. Caregiver Authorization Affidavit
6. Parent/guardian can seek assistance with completing enrollment forms from school staff or contact the School Enrollment Placement and Assessment (S.E.P.A.) Center at (213) 482-3954. The S.E.P.A center also provides students with immunizations.
7. Once the Parent/guardian has completed the enrollment forms and the child has obtained all necessary vaccines, parent must immediately report back to the main office to submit paperwork to begin enrollment.



Parents/guardians or unaccompanied youth will **not** be turned away when seeking registration at any point during the school year.

School offices will not limit registration and/or enrollment services to certain hours or days of the week and must enroll students during all regular school office hours.



Early Childhood Education

Our mission is to provide a high quality early education program to maximize school readiness.

Core Beliefs

Value and respect for the languages and cultures of student, parents, staff and communities are essential to student success.

All students have a right to a developmentally appropriate and challenging educational program that integrates learning opportunities with high expectations implemented by well trained, competent and nurturing staff.

It is the responsibility of leadership to promote and to monitor high quality education practices that ensure student achievement by offering quality professional development for all staff.

Parents and nurturing adults are critical for children's academic success and must be included as full partners in their children's education.

Each student has the right to be treated with dignity and respect and accorded a safe and nurturing learning environment to meet his/her needs.

Programs

CalSAFE - Infant Centers

- Serves expectant and parenting students and their infants and toddlers during the regular school year

Expanded Transitional Kindergarten

- Operates 180 days/yr at **selected** LAUSD elementary schools • Classes are 6 hr/day, 5 days/wk • Serves children who turn 5 years old after 12/2 and before 06/30 • Must be a resident of the school's geographic boundaries

Early Education Centers

- Open 245 days/yr • Flexible hours • Full Day & Part Day programs available for 2-5 yr old • Priority given to protective service & at-risk children • Serves children from **any** geographic area • Eligibility is based on income

Transitional Kindergarten

- Operates 180 days/yr at **all** LAUSD elementary schools • Classes are 6 hr/day, 5 days/wk • Serves children who turn 5 yrs old after 09/02 and before 12/02 • Must be a resident of the school's geographic boundaries

California State Preschool Program

- Operates 180 days/yr in **selected** LAUSD elementary schools • 3 hrs/day, 5 days/wk • Morning & afternoon classes available at each location • Priority given to protective service & at-risk children • 3 yr/old students welcome if space is available • Serves children from **any** geographic area • Eligibility is based on income



For more information on the program that is best for you, please visit our website: <https://achieve.lausd.net/Page/489>



EARLY CHILDHOOD EDUCATION DIVISION

333 S. Beaudry Avenue • Los Angeles, CA 90017 • 213.241.0415 • Fax 213.241.3339



Early Childhood Education Parent Self-Certification of Income

Name of parent: _____ Family ID: _____

Child: _____

Self-certification of employment income is requested for the following reason:

- The early education program requested that I complete this form because my employer has refused or failed to provide my employment information.
- I have asked that my employer not be contacted to verify my employment because that contact could put my employment at risk.
- I do not have pay stubs, receipts or other documentation of employment.
- Other _____

EMPLOYER	#1	#2
Date hired:		
Type of work performed:		
Rate of pay: (\$ _____ per _____)	\$ _____	\$ _____
How often paid? (Weekly, monthly, etc.)		
Paid by: (Cash, check)		
Work day hours: (_____ AM - _____ PM)		
Days worked each week: (Mon. - Fri.)		
Total paid for the last month:	\$ _____	\$ _____

Self-certification of **non-employment income** when no documentation is possible:

What type?		
How much?		
How often?		
Why?		

I declare under penalty of perjury that the above information is true and correct to the best of my knowledge. I understand that I may be asked to document my activities each week.

Parent Signature

Date

LAUSD SECTION:

Notes: _____

Assessed By: _____

Date: _____



Graduation Exemption Laws

Graduation exemption laws provide greater support to specialized student populations who may require more than four years to earn a high school diploma. This law also applies to newly arrived immigrant students who meet the criteria listed below.

Overview of the Graduation Exemption Laws:

- AB 167/216 (California Education Code § 51225.1) applies to students who are in foster care or involved with the juvenile justice system and transfer to a new school after completing their 2nd year of high school.
- Assembly Bill 1806 became law on January 1, 2015 (California Education Code § 51225.1) and extended the same rights to homeless youth who transfer to a new school after completion of their 2nd year of high school.
- Such students are eligible to graduate under the California Department of Education (CDE) graduation requirements if the district determines they are not reasonably able to complete the Los Angeles Unified School District (LAUSD) graduation requirements within 4 years of high school.

Eligible Youth:

1. Student must be identified as a foster or homeless youth, as defined below, regardless of where they live:
 - A student is considered a foster youth if they are subject to Welfare and Institutions Code (WIC) Sections 300 or 309 petition.
 - To be considered a youth involved in the juvenile justice system for purposes of AB 167/216, the student must be subject to a petition under WIC Section 602. A student is considered a WIC 602 youth so long as they are charged with a crime in delinquency court; they do not need to already be found guilty or placed on probation.
 - The McKinney-Vento Homeless Assistance Act defines “homeless” as individuals who lack a fixed, regular, and adequate nighttime residence. The Student Residency Questionnaire (SRQ) provides more details on students who qualify as homeless and must be completed annually and faxed to the Homeless Education Program to establish eligibility and ensure protections under the McKinney-Vento Homeless Assistance Act.
2. Student must have completed 2 years (or the equivalent) of high school based on credits or length of enrollment; whichever makes the student eligible.
3. Student with an open foster care/juvenile court case or identified as homeless transfers within LAUSD schools or transfers between school districts
4. Student would not be reasonably able to complete the additional district graduation requirements within 4 total years of high school enrollment.

Please note that if a student meets the first 3 eligibility criteria, they should receive the Graduation Exemption.

Length of Eligibility:

- Once determined eligible, the student remains eligible regardless of any subsequent school transfers, changes of residential placement, and/or if their court case is terminated; or they are no longer homeless.
- If the student is not initially found eligible for the graduation exemption, they may request a re-evaluation at any time.
- Students and their education rights holders who decline the exemption should be advised they may later decide to accept the exemption.



Build the Habit of Good Attendance Early



**Help Your Child Succeed in School:
Build the Habit of Good Attendance Early** **K-12**
School success goes hand in hand with good attendance!

DID YOU KNOW?

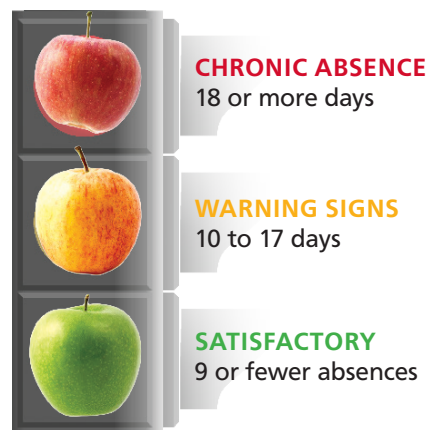
- Starting in kindergarten, too many absences can cause children to fall behind in school.
- Missing 10 percent (or about 18 days) can make it harder to learn to read.
- Students can still fall behind if they miss just a day or two days every few weeks.
- Being late to school may lead to poor attendance.
- Absences can affect the whole classroom if the teacher has to slow down learning to help children catch up.

Attending school regularly helps children feel better about school—and themselves. Start building this habit in preschool so they learn right away that going to school on time, every day is important. Good attendance will help children do well in high school, college, and at work.

WHAT YOU CAN DO

- Set a regular bed time and morning routine.
- Lay out clothes and pack backpacks the night before.
- Find out what day school starts and make sure your child has the required shots.
- Introduce your child to her teachers and classmates before school starts to help her transition.
- Don't let your child stay home unless she is truly sick. Keep in mind complaints of a stomach ache or headache can be a sign of anxiety and not a reason to stay home.
- If your child seems anxious about going to school, talk to teachers, school counselors, or other parents for advice on how to make her feel comfortable and excited about learning.
- Develop back-up plans for getting to school if something comes up. Call on a family member, a neighbor, or another parent.
- Avoid medical appointments and extended trips when school is in session.

When Do Absences Become a Problem?



Note: These numbers assume a 180-day school year.

For more on school readiness, visit attendanceworks.org and reachoutandread.org

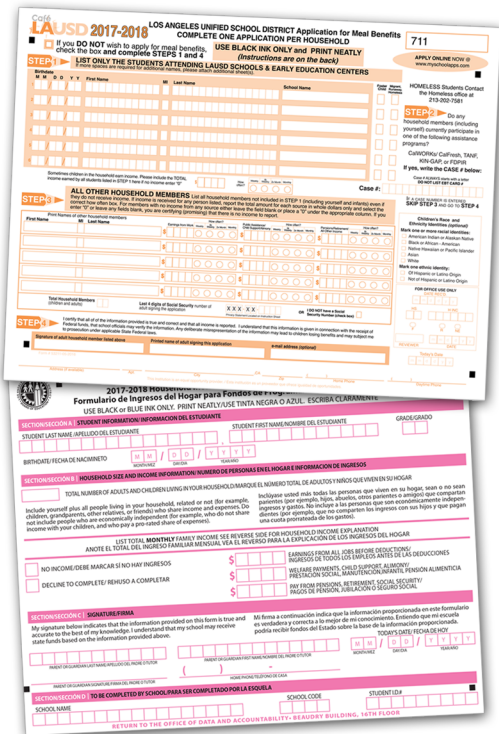


Completing a Meal Application & Income Eligibility Form



Fill Out a L.A. Unified Household Income or Meal Application Today!

All school-aged children in income-eligible households can receive school meal benefits regardless of a child's immigration status. Schools do not release information for immigration-related purposes. **These forms are 100% confidential.**



- = RESOURCES** for your **SCHOOL**
- MORE** of what our children Need!
- Resources** for the classroom, Teachers, and Children!
- Meals** healthy and Nutritious Meals!
- Tools** for Learning!
- Fee Waivers** for College Applications and Exams!
- More Programs** before and After School Programs!
- Services** health & Wellness Services!

More than a Meal

New to L.A. Unified?

Complete a **HOUSEHOLD INCOME FORM** Today!

Pick-up an application at your School's Main Office.

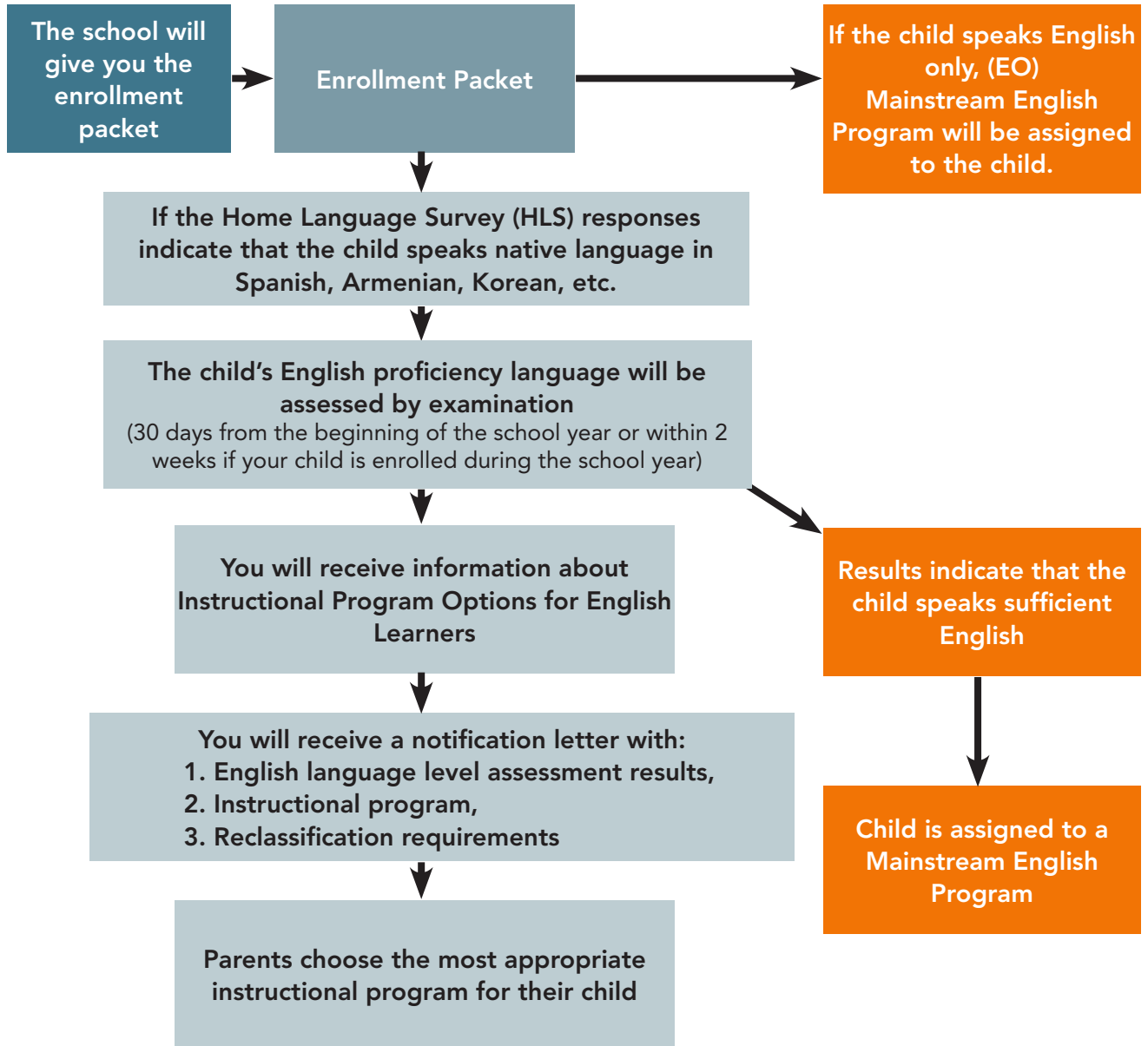
Don't Delay!

Complete a **MEAL APPLICATION** Form Today!

Apply online at www.myschoolapps.com or pick-up an application at your School's Main Office.



English Learner Pathway for Student Enrollment



LAUSD Instructional Program Options for English Learners in Elementary Schools

Dual Language Two-Way Immersion Program	Maintenance Bilingual Education Program	Transitional Bilingual Education Program	Structured English Immersion Program	Mainstream English Immersion Program
Who can participate: English learners English proficient students	Who can participate: English learners	Who can participate: English learners	Who can participate: English learners	Who can participate: English proficient students English learners with reasonable fluency
What is the instructional program design? Students learn CA content standards in two languages.	What is the instructional program design? Students learn CA content standards in two languages.	What is the instructional program design? Students learn CA content standards in two languages. By 3rd grade, almost all instruction is in English.	What is the instructional program design? Students learn CA content standards in English.	What is the instructional program design? Students learn CA content standards in English.
What are the goals? Bilingualism and Biliteracy Academic Proficiency	What are the goals? Bilingualism and Biliteracy Academic Proficiency	What are the goals? English Academic Proficiency	What are the goals? English Academic Proficiency	What are the goals? Academic Proficiency



Request Resources for Special Education Services

What are Special Education Services?

Special education services are specially designed instruction to meet the unique educational needs of children with disabilities who meet the eligibility criteria under the law. Special education services can begin at age three (3) and may continue until your child graduates or reaches the age of twenty-two (22).

When is a Child Eligible for Special Education Services?

A parent, guardian, teacher, other school personnel, and community members who believe that a child may need special education services may request a special education assessment of the child. The request should be made in writing and provided to the school principal. A child is eligible for special education services if an Individualized Education Program (IEP) team determines that the child has a disability and requires special education services to progress in his/her education.

The Disabilities Include:		
Autism	Deafness	Deaf-Blindness
Established Medical Disability (Only for children ages 3-5)	Emotional Disturbance	Hearing Impairment
Intellectual Disability	Multiple Disabilities	Orthopedic Impairment
Other Health Impairment	Speech or Language Impairment	Specific Learning Disability
Traumatic Brain Injury	Visual Impairment	

The Special Education Process

The special education process determines whether or not your child is eligible for special education and related services and if so, what special education and related services are appropriate for your child.

There are four basic steps in the special education process:	
Step 1: Referral for Assessment	A parent, guardian, teacher, and other school personnel may request a special education assessment of the child in writing.
Step 2: Assessment	An assessment involves gathering information about your child to determine whether your child has a disability and the nature and extent of special education services that your child may need.
Step 3: Development and Implementation of an IEP	After your child has been assessed, an IEP meeting will be held. The IEP team will discuss the assessment results and determine whether your child is eligible for special education services. An IEP will be developed during the meeting.
Step 4: IEP Review	If your child is receiving special education services, his or her IEP will be reviewed at an IEP team meeting at least once a year to determine how well it is meeting his or her needs. In addition, every three years, your child will be reassessed as needed.

For more Information

Contact the CALL CENTER, at (213) 241-6701. Staff members are available to provide you with immediate assistance Monday - Friday, between the hours of 7 am - 5 pm. To contact the Complaint Response Unit (CRU), please dial (800) 933-8133. Staff members are available to assist you Monday - Friday, between the hours of 8 am - 5 pm.



LOS ANGELES UNIFIED SCHOOL DISTRICT

LAUSD PASSport

Parent Access Support System Portal (Also known as PASSport)

PARENTS . **ACTIVATE!**

Created especially
for L.A. Unified
Parents!

A one-stop online
system that securely
connects parents
and guardians to
their student's
essential data.

24/7 access.

LAUSD
PASSport allows parents/guardians to:

- ✓ Monitor student's attendance and final grades
- ✓ Update emergency telephone numbers
- ✓ Track student's progress towards completion of graduation requirements
- ✓ Connect with the classroom teacher
- ✓ Track progress of English Learners

...and much more!



passport.lausd.net



Parent and Family Center



Parent and Family Centers are critical and essential resources in schools to engage parents, and guardians as partners in their children’s education. Parent and Family Centers serve as a parent classroom where parents can learn about the importance of the social and emotional well-being of their children, as well as strategies and resources to support their academic achievements. The knowledge and skills that parents acquire prepare them to be successful in their roles as their children’s first and life-long teachers and advocates.

Parent and Family Centers serves as an information hub to connect parents and families to community resources. Parents and Guardians gain knowledge and expertise, use the information and share it with others. Prepares parent to assume leadership roles at home, school, and in the larger community.

- 1 Provide a welcoming environment for families and invite them to participate as equal partners in the education of their children.
- 2 Provide parents opportunities to acquire necessary information, knowledge, and skills to support their children’s education at home and at school.
- 3 Engage parents in the school’s volunteer program so they can participate in the supporting school-wide, classroom, and parent involvement activities.
- 4 Respond to parent concern and/or complaints to ensure child’s educational needs are met.
- 5 Comply with all L.A. Unified, State and Federal requirements regarding parent involvement.



Personnel to Know: School Site & Local District Offices

Principal: As an administrative leader, principals develop and implement an effective instructional program appropriate to the pupils in his/her school as prepared by the superintendent, as well as observing and paying attention to the supervision of teachers and faculty within the school, and establish and maintain a proper relationship between the school, home, and the community.

Assistant Principal: Providing support to the instructional process with specific responsibility for directing assigned programs and services; providing information, supervising assigned staff, coordinating school activities, and addressing issues, situations, and/or problems that arise on campus or with enrolled students.

Attendance Counselor: Determines absences or trancies, and investigates or identifies students that are excessively absent including habitual or chronic truants, which in turn may communicate attendance issues/problems/concerns to the principal or assistant principal.

EL Designee/TSP Coordinator: Identifies and assesses students' needs to help them excel within the program, develops, coordinates, and implements the instructional program for school subjects, as well as communicating with teachers, aides, etc. To increase their skill and knowledge in meeting the needs for bilingual students.

Teachers: Responsible for leading students towards the fulfilling potential of his/her intellectual, emotional, psychological, and social growth by providing a stimulating environment and curriculum.

College Counselor: Participates in the planning, development, implementation, and evaluation of counseling and student development that will result in furthering their education and career goals

Guidance Counselor: Provides developmental, preventative, and remedial services for students in order to help students identify and achieve educational, career, personal, and social goals.

Nurse: Performs medical procedures and nursing care to students suffering from physical ailments in school environments.

Teacher/Campus Aide: Assist teachers and administrators with student supervision in the classroom and in the playground.

Board Member: School board members are locally elected public officials entrusted with governing a community's public schools. Providing community leadership as advocates for children, the school district and public schools.



Personnel to Know: School Site & Local District Offices

Parent Resource Liaison: Parent Resource Liaison assists in providing support to parent and community members by providing information, coordinating, organizing various parent workshops and training programs.

Community Representative: In accordance with Education Code Section 45258, serves in an unclassified position as an adviser or consultant to the District; participates in such capacities in experimental, developmental, implemental, or evaluative efforts to maximize local educational activities in relation to local community needs.

Parent Resource Assistant: The Parent Resource Assistant provides direct support to parents of a school by relaying information, maintaining parent-school communications, and assisting in programs and outreach activities for parents in the Parent and Family Center.

Local District: Six small districts that provide more personalized attention to schools, and closer access for parents.

Pupil Service and Attendance (PSA) Counselor: Directly assists students who have attendance, adjustment, and social/emotional issues by providing in-home and/or school-based counseling services and ongoing case management.

Psychiatric Social Worker (PSW): Provides mental health services including school wide prevention, early intervention and treatment by facilitating student development and the ability to successfully deal with problems, crises, or traumatic experiences. School District Based: Based within the school districts jurisdiction.

School Administrative Assistant: Manages a school office, performs administrative assistance for a school administrator and is responsible for the supervision of the clerical activities of a school such as handling student grades, attendance, curriculum, enrollment, financial reports, and so forth.

Superintendent: The Superintendent is the leader of the District in every sense of the word. With the policy guidance of the elected 7-member Board, and working with a senior management team, the Superintendent has chief executive authority and accountability for all aspects of District operations, and for integrating them all in support of student achievement.

Targeted Student Population (TSP) Program Coordinator: Assists the principal to maintain a comprehensive, instructionally effective, and compliant program that accelerates the academic achievement of English learners, low income, and foster youth.



Local District Offices

If you have questions about your school and to identify your neighborhood school, please contact your Local District (LD) office. Each LD office provides direct support to all District schools in the areas of instruction, parent engagement, school-wide positive behavior support, attendance, school safety and many other areas.

LD North West
6621 Balboa Blvd.
Lake Balboa, CA 91406
(818) 654-3600

Instruction
Joseph Nacorda
Interim LD
Superintendent
(818) 654-360

Operations
Debra Bryant
Administrator of
Operations
(818) 654-3670

**Parent and
Community
Engagement (PACE)**
Gonsalo Garay
Administrator of PACE
(818) 654-3600

LD North East
8401 Arleta Ave.
Sun Valley, CA 91352
(818) 252-5400

Instruction
Linda del Cueto
LD Superintendent
(818) 252-5400

Operations
Andres Chait
Administrator of Operations
(818) 252-5400

**Parent and Community
Engagement (PACE)**
Antonio Reveles
Administrator of PACE
(818) 252-5400

LD West
11380 W. Graham Pl.
Los Angeles, CA 90064
(310) 914-2100

Instruction
Cheryl P. Hildreth
LD Superintendent
(310) 914-2100

Operations
Ra'Daniel McCoy
Administrator of Operations
(310) 914-2102

**Parent and Community
Engagement (PACE)**
Traci Calhoun
Administrator of PACE
(310) 914-2100

LD Central
333 S. Beaudry Ave., 11th Floor
Los Angeles, CA 90017
(213) 241-0126

Instruction
Roberto Antonio Martinez
LD Superintendent
(213) 241-0126

Operations
Eugene L. Hernandez
Administrator of Operations
(213) 241-0167

**Parent and Community
Engagement (PACE)**
Ismael Berver
Administrator of PACE
(213) 241-0126

LD East
2151 N. Soto St.
Los Angeles, CA 90032
(323) 224-3100

Instruction
Jose P. Huerta
LD Superintendent
(323) 224-3100

Operations
Alfonzo C. Webb, II, Ed.D.
Administrator of
Operations
(323) 224-3177

**Parent and Community
Engagement (PACE)**
Jose Avila
Administrator of PACE
(323) 224-3100

LD South
1208 Magnolia Ave.
Gardena, CA 90247
(310) 354-3400

Instruction
Christopher Downing
LD Superintendent
(310) 354-3400

Operations
Myrna N. Brutti
Administrator of Operations
(310) 354-3515

**Parent and Community
Engagement (PACE)**
Theresa Arreguin
Administrator of PACE
(310) 354-3400



100% Graduation: Preparing our Dreamers for Graduation, College, and Career

The following documents explain the type of school options L.A. Unified offers, classes needed to obtain a high school diploma and/or attend college, information on financial aid, DACA and scholarship opportunities. Utilize this information and consult with a school counselor to get additional information.

L.A. Unified Schools by Grade Level

At the Los Angeles Unified School District we provide students and families with multiple pathways to access a quality public education from our youngest learners in preschool to adults in our adult and career education programs. The following table describes the various types of schools by grade levels. To learn about the public schools available in your community visit the Resident School Identifier and type your home address into the text box: <http://rsi.lausd.net/ResidentSchoolIdentifier/>

Educational Programs	Overview
Early Education Centers (for children ages 2-5)	Early Education Centers are preschool programs. For more information call (213) 241-0415.
California State Preschool (for children ages 3-4) For more information call (213) 241-0415.	California State Preschool Part Day Programs operate 180 days per year in selected L.A. Unified elementary schools. Child protective service/at risk children have first priority if space is available for 3 to 4-year-old children.
Elementary Schools (for children ages 4-11/12)	Elementary schools are generally organized into grades. Transitional Kindergarten (age 4) through fifth grade or Transitional Kindergarten through sixth grade.
Middle Schools (for children ages 12-14)	Middle schools are generally organized into grades fifth through eighth grade or sixth through eighth grade.
High Schools (for children ages 14-18, up to 22 for special populations)	High schools are generally organized into grades ninth through twelfth grade. To graduate from the L.A. Unified, students must complete 210 credits within A-G courses plus additional L.A. Unified requirements.
Span Schools (various ages)	A span school spans multiple levels (elementary and middle, middle and high, or elementary through high school).
Division of Adult and Career Education (DACE) (for children ages 16 or older) For more information call (213) 241-3150.	The L.A. Unified DACE provide learning opportunities and employment training to adults and in-and out-of-school teens.
Special Education For more information call (213) 241-6701.	The Division of Special Education ensures that the unique needs of students with disabilities are met through additional services, supports, programs, specialized placements, or environments.
California School Age Families Education Program (CAL-SAFE) For more information call (213) 241-0415.	CAL-SAFE Program is a comprehensive, integrated, community-linked, school-based program that serves expectant and parenting students and their infants and toddlers.



L.A. Unified Schools by Grade Level: Educational Options Programs

L.A. Unified is both a traditional school system and a choice-based system, which means ANY and EVERY student can choose to attend their neighborhood school of residence OR apply to schools of choice that offer specialized programs within the District.

Programs	Contact Information
<p>Magnet Magnet Programs vary by theme and are Court-Ordered voluntary integration opportunities available to students in grades K-12 living within the LAUSD boundaries. For more information visit: http://echoices.lausd.net/Magnet/MagnetHome.aspx</p>	<p>Student Integration Services 333 S. Beaudry Ave., 25th Fl. • LA, CA 90017 Tel: (877) 4MAG-PWT or (877) 462-4798 Fax: (213) 241-417</p>
<p>Permits With Transportation (PWT) PWT is a voluntary integration program that provides students with experiences in integrated school settings. For more information visit: http://echoices.lausd.net/PWT/PWTHome.aspx</p>	<p>Submit an electronic application via: https://apply.lausd.net</p>
<p>Zones of Choice Matriculating 8th grade students living within a Zone of Choice may rank their high school program selections. For more information visit: https://achieve.lausd.net/zoc</p>	<p>Zone of Choice 333 S. Beaudry Ave., 20th Fl. • LA, CA 90017 Tel: (213) 241-0466 Fax: (213) 241-4108</p>
<p>Schools for Advanced Studies (SAS) SAS programs offer educational options designed to support the development of gifted and talented youth. For more information visit: https://achieve.lausd.net/Page/2033</p>	<p>Gifted/Talented Programs 333 S. Beaudry Ave., 25th Fl. • LA, CA 90017 Tel: (213) 241-6500 Fax: (213) 241-8975</p>
<p>Inter-District Permits Inter-District permits allow parents from one district to attend schools in another district. Incoming Inter-District Permits – Incoming inter-district permit applications are requested to allow students that reside within the boundaries of a school district other than the LAUSD to attend a school within the LAUSD. For more information visit: https://achieve.lausd.net/Page/1220</p>	<p>333 S. Beaudry Ave., 29th Fl. • LA, CA 90017 Tel: (213) 202-7547 https://lausd.permits@lausd.net</p> <p>Submit an electronic application via: https://apply.lausd.net</p>
<p>Dual Language/Bilingual Programs Parents may apply for designated open enrollment seats at specific campuses with available seats. For more information visit: https://achieve.lausd.net/apolo#spn-content</p>	<p>333 S. Beaudry Ave., 25th Fl. • LA, CA 90017 (213) 241-2550 Submit an electronic application via: https://apply.lausd.net</p>
<p>District K-12 Open Enrollment Parents may apply for designated open enrollment seats at specific campuses with available seats. For more information visit: https://achieve.lausd.net/K12OpenEnrollment</p>	<p>District Master Planning & Demographic Office 333 S. Beaudry Ave., • LA, CA 90017 (213) 241-8044 applyforschools@lausd.net</p> <p><small>*After the application period begins, it is recommended that parents and guardians call directly to their child's current school for more details.</small></p>



L.A. Unified Individual Graduation Plan

Graduating Students College & Career Ready

At the L.A. Unified, we are committed to preparing students to think about their future by building plan that helps them achieve their dreams for the future. All secondary schools are required to hold annual Individual Graduation Plan (IGP) conferences with every student. The IGP is a plan that organizes how students are provided support beginning in the middle school years to stay on track with meeting high school graduation requirements and to continuously update how the student will be supported to become college and career-ready.



Individual Graduation Plan (IGP) Grades 5 and 6

The IGP conferences begin as a collaborative process in the spring of fifth or sixth grade when counselors from the receiving middle schools meet with students and parents/guardians to discuss goals, student interests and talents, plan the course of study and review expectations for middle school. This is an important opportunity for parents to express questions and share observations noticed about their child's adolescent development.



Individual Graduation Plan (IGP) Grades 6, 7 -12

The IGP conference is designed to document and monitor student and parent/guardian involvement in student course selections, postsecondary plans, and educational career goals. During these meetings parents and students will learn about the L.A. Unified graduation requirements, courses required for admission into a university, otherwise known as the A-G requirements, and discuss possible careers and college majors of interest to the student.

To schedule the IGP for your student contact your school site counselor.



L.A. Unified Graduation Requirements

What Are the Requirements to Earn a High School Diploma?

To receive a high school diploma from the Los Angeles Unified School District, students must earn 210 credits and a grade of “D” or better in all courses. A letter grade of “A” is the highest grade a student can earn followed by a B, C, D and F. A student earns 5 course credits for every course that is passed with a grade of “D” or better.

Of the 210 credits required to earn a high school diploma, a 150 of these credits must be met by passing one of the California State University and University of California admission requirements, otherwise known as the A-G requirements, with a grade of a D or higher. The course requirements are as follows:

“A-G” Requirements	A. History/Social Science	2 years (4 semesters)
	B. English	4 years (8 semesters)
	C. Math	3 years (6 semesters)
	D. Lab Science	2 years (4 semesters)
	E. Language Other than English	2 years (4 semesters)
	F. Visual & Performing Arts	1 year (2 semesters)
	G. College Prep Elective	1 year (2 semesters)

In addition to the A-G requirements, students must also complete additional requirements adopted by the L.A. Unified. The California Department of Education has also adopted additional requirements that surpass the credits required by the L.A. Unified. The following includes the additional years/semesters that students complete to earn a high school diploma:

L.A. Unified Additional Requirements	Health Course	+Half a Year (1 semester)
	Service Learning Requirement (must be completed in grades 9-12)	Students are expected to complete service learning experience.
	Career Pathway Selection (must be completed in grades 9-12)	Students shall be given the opportunity to explore an opportunity to identify the industries and careers that they would like to pursue.

CDE- CA State Requirements	History/Social Science	+1 year (+2 more semesters)	World History, US History, Government, Economics
	Physical Education	2 years	

Total Credits Required	A-G Courses LA Unified Requirements CDE-CA	210
-------------------------------	--	------------

English Learners English Learners who are newcomers enrolling in high school as their first school experience in the United States may remain in high school until graduation requirements are met or through the age of 21, whichever comes first, as long as the academic progress sufficient to meet the graduation requirements is made.



Requirements to Apply to Colleges & Universities (LACC, CSU, UC)

Subject and Non-Course Requirements

The chart below lists the minimum courses that are required for freshman admission to the California State University, the University of California, Private and Community Colleges.

Subject	California State University (Grade of "C" or better is required)	University of California (Grade of "C" or better is required)	Private Colleges (Grade of "C" or better is required)	Community College
"A" Social Science	2 years 1-year-World Hist., Geog., Culture from "A" or "G" 1 year- US Hist. or ½ US Hist. and ½ Prin. Am Dem	2 years 1-year-World Hist., Geog., Culture from "A" or "G" 1 year- US Hist. or ½ US Hist. and ½ Prin. Am Dem	2-3 years World History US History Prin. Am Dem	<p>No Subject Requirements</p> <p>Must be 18 years of age, a high school graduate OR Possess a high school proficiency test certificate</p> <p>Students are most successful when they continue to take college preparatory courses.</p> <p>Students are also encouraged to enroll in honors, Advanced Placement and other rigorous courses.</p>
"B" English	4 years	4 years	4 years	
"C" Mathematics	3 years Algebra 1 Geometry AB Algebra 2AB Validation rules apply*	3 years Algebra 1 Geometry AB Algebra 2AB Validation rules apply* Geometry AB must be attempted to use an ADV Level math course to validate the entire math requirement.	3-4 years College Preparatory mathematics each school year.	
"D" Science	2 years 1 year- Biological from "D" or "G" 1 year- Physical from "D" or "G"	2 years 2 out of 3 categories of Biology, Chemistry and Physics	3-4 years Lab Sciences	
"E" Language other than English (LOTE)	2 years Same Language Validation rules apply*	2 years Same Language Validation rules apply*	3-4 years Same Language	
"F" Visual & Performing Arts (VPA)	1 year Same discipline	1 year Same discipline	VPA courses may count as electives	
"G" College Prep Elective	1 year No introductory courses	1 year No introductory courses	College preparatory courses in area of interest	
Additional Requirements	Min GPA:2.0 SAT or ACT EPT/MPT	Min GPA: 3.0 SAT or ACT SAT Subject Tests	Min GPA: varies SAT or ACT SAT Subject Tests	

*Validation applies only with marks of "C" or better



California Dream Act & AB 540 Forms

Paying Student Fees: Community College, California State University & University of California

Process for Undocumented Students

Step #1: Paying In-State Fees at Public Community Colleges & Universities (AB540)

- California Assembly Bill 540 was passed by the California Legislature on October 12, 2001. This law established guidelines for undocumented students to pay resident fees in public colleges and universities, if they meet the criteria adopted by the law.
- To learn about the eligibility guidelines visit the California Student Aid Commission website: http://www.csac.ca.gov/dream_act.asp
- The AB 540 California Nonresident Tuition Exemption Form is available at: http://www.csac.ca.gov/pubs/forms/grnt_frm/ab_540_affidavit.pdf.

Step #2: Paying for College and The California Dream Act

- The California Dream Act is a law passed by the State of California Legislature to eligible undocumented students to apply for and receive state-based financial aid and institutional scholarships.
- Students that meet the guidelines established for the AB 540 are eligible to apply for the financial aid programs offered by the State of California.
- To learn about the eligibility guidelines visit the California Student Aid Commission website: http://www.csac.ca.gov/dream_act.asp
- The application deadline for the California Dream Act is generally the first week in the month of March. Submit the application before the deadline to qualify for grants.
- For questions about submitting the application contact your school counselor or the California Student Aid Commission at 1 (888) CA-GRANT (888) 224-7268.






Deferred Action for Childhood Arrivals (DACA) Program & Transcripts

For updates on DACA, please visit achieve.lausd.net/weareone.

L.A. Unified DACA Request Form Process

DACA is a federal program announced in 2012. Under this process if a person came to the United States as a child and they meet several key guidelines, they may request consideration of delaying removal action of an individual. DACA may be granted for a period of two years and may be renewed. For more information on renewing your status or if you are considering applying DACA, it is important that you consult with a reputable legal organization or attorney. Legal resources are included in this guide. For updates on the status of DACA, visit the U.S. Citizenship and Immigration Services (USCIS) at <https://www.uscis.gov/humanitarian/deferred-action-childhood-arrivals-response-january-2018-preliminary-injunction>.

The L.A. Unified has created a centralized process for records requests by individuals applying for consideration for Deferred Action for Childhood Arrivals. Effective September 17, 2012, you may apply online to request records for Deferred Action at: <http://www.DACArequest.lausd.net>. The paper form is also available and can be obtained by clicking on the following: [DACArequestform.pdf](#). The District is expediting and prioritizing all document requests related to these DACA requests and will be waiving the \$5.00 fee. Please allow 7-10 days for U. S. postal delivery.

 LOS ANGELES UNIFIED SCHOOL DISTRICT STUDENT RECORDS AND DATA MANAGEMENT BRANCH DEFERRED ACTION REQUEST FORM	
Relationship to Student* <input type="radio"/> Self <input checked="" type="radio"/> Parent/Legal Guardian	
1. NAME (Current):	
Last: *	First: *
Middle:	
2. Name Used in School (if different from Current Name)*	
Last:	First:
Middle:	
<small>* If you have changed your name since attending an LAUSD school, please provide a copy of the legal document(s) showing both your former name and new name. Your request will not be processed without this required documentation. A legal document may be a copy of Marriage Certificate, Naturalization Certificate (copy of both sides) or Court document indicating the name change.</small>	
3. Mailing Address:	
Number, Street, and Apt#: *	City: *
State: *	Zip: *



Scholarship Resources

- Fast Web: www.fastweb.com
- Mexican American Legal Defense and Education Fund: www.maldef.org
- Get Ready for College: www.getreadyforcollege.org/gPg.cfm?pageID=1586
- Latino College Dollars: www.latinocollegedollars.org
- Scholarships for Hispanics: www.scholarshipsforhispanics.org
- Genesco Migrant Center: www.migrant.net
- Mexican Scholarship Fund: <http://mexicanscholarshipfund.org/>
- SADCO Scholarship Program: <http://sadco.org/sadco-scholarship-program>
- National Scholarships for Highschool/ Community College graduates: <http://www.thedream.us/scholarships/national-scholarship/>
- Refugee/Immigrant Scholarships: <https://www.scholarships.com>
- California Student Aid Commission: http://www.csac.ca.gov/dream_act.asp
- Cash for College: <https://www.cash4college.csac.ca.gov/>
- California Career Center: <http://www.calcareercenter.org/>
- Salvadoran American Leadership and Educational Fund: <https://www.salef.org/>
- Congresswoman Lucille Roybal-Allard Scholarship Information: <https://roybal-allard.house.gov/issues/issue/?IssueID=42779>



Our Supporters

We would like to thank all of our supporters for providing L.A. Unified with important resources, services, and information for our immigrant families and students. Through continued collaboration, we will make sure that L.A. Unified continues to be a school district that welcomes immigrants and supports their integration into our communities. Thank you for all the support.



Contributors the guide and the campaign:

City of Los Angeles Mayor's Office of Immigrant Affairs: (213) 978-0600

California Community Foundation (CCF): (213) 413-4130

California Immigrant Policy Center (CIPC): (213)250-0880

Central American Refugee Center (CARECEN-LA): (213) 385-7800

Coalition for Humane Immigrant Rights of Los Angeles (CHIRLA): (213) 353-1333

National Immigration Law Center (NILC): (213) 639-3900

Families In Schools: (213) 201-3900

Californians Together: (562) 983-1333

Korean Resource Center – LA: (323) 937-3718

In addition, we would like to thank all the legal organizations listed in this guide.