



Dear Parent/Guardian:

New York City Public Schools is responsible for conducting evaluations, developing Individualized Education Services Plans (IESPs) and Services Plans (SPs), and providing special education services to students with disabilities who are parentally-placed in private or religious non-public schools located in New York City. **If you would like your child to receive special education services while enrolled in a New York City non-public school next school year, you must sign and mail or email this form to the [Committee on Special Education \(CSE\)](#) by June 1.**

If your child will attend a non-public school **outside** of New York City, please note the following:

- The school district where the school is located will be responsible for providing special education services, conducting individual evaluations and conducting IEP meetings.
- We must have your written consent in order to provide information (such as your child's IEP/IESP) to the school district where the non-public school is located so that they can arrange for the recommended special education services.
- You must request services from the district where the school is located by June 1st. The personnel and locations for the delivery of these services will be determined by that school district.
- If the non-public school where you placed your child is located in another state, your child might not be entitled to all of their IEP services. You will need to check with the school district where your child's non-public school is located for more information.

Sincerely,

Special Education Office
New York City Public School



Dear Parent/Guardian:

If you have placed your child in a non-public school located in New York City at your expense and want your child to continue receiving special education services at that school next school year, you must mail this form or email the information below to the Committee on Special Education (CSE) office indicated below **no later than June 1**:

I have placed my child in a New York City non-public school at my expense and want their special education services to continue to be provided next school year. I understand that you will provide information about my child to the non-public school in which my child is enrolled. If I do not reside in New York City, I give permission for you to provide information about my child to the school district where I reside.

Name of Student: _____

Date of Birth: _____

Student ID #: _____

Parent phone #: _____

Parent email: _____

Name of school my child attends: _____

Child's grade: _____

Address of school my child attends: _____

Name of school district where this school is located (if outside New York City):

Parent/Guardian Signature

Date

Print Name



Committees on Special Education (CSEs)

<p>D CSE 1 (Districts 7, 9, 10) Email: CSE1PNI@schools.nyc.gov Address: 1 Fordham Plaza, 7th Floor Bronx, New York 10458</p> <p>D CSE 2 (Districts 8, 11, 12) Email: CSE2PNI@schools.nyc.gov Address: 3450 E. Tremont Avenue, 2nd Floor Bronx, New York 10465</p> <p>D CSE 3 (Districts 25, 26, 28, 29) Email: CSE3PNI@schools.nyc.gov Address for Districts 25 & 26 30-48 Linden Place Flushing, New York 11354 Address for Districts 28 & 29 90-27 Sutphin Boulevard Jamaica, New York 11435</p> <p>D CSE 4 (Districts 24, 27, 30) Email: CSE4PNI@schools.nyc.gov Address for Districts 24 & 30 28-11 Queens Plaza North, 5th Floor Long Island City, New York 11101 Address for District 27 82-01 Rockaway Boulevard. 2nd Floor Ozone Park, New York 11416</p>	<p>D CSE 5 (Districts 19, 23, 32) Email: CSE5PNI@schools.nyc.gov Address: 1665 St. Marks Avenue Brooklyn, New York 11233</p> <p>D CSE 6 (Districts 17, 18, 22) Email: CSE6PNI@schools.nyc.gov Address: 5619 Flatlands Avenue Brooklyn, New York 11234</p> <p>D CSE 7 (Districts 20, 21) Email: CSE7PNI@schools.nyc.gov Address: 415 89th Street Brooklyn, New York 11209</p> <p>D CSE 8 (Districts 13, 14, 15, 16) Email: CSE8PNI@schools.nyc.gov Address: 131 Livingston Street, 4th Floor Brooklyn, New York 11201</p> <p>D CSE 9 (Districts 1, 2, 4) Email: CSE9PNI@schools.nyc.gov Address: 333 7th Avenue, 4th Floor New York, New York 10001</p> <p>D CSE 10 (Districts 3, 5, 6) Email: CSE10PNI@schools.nyc.gov Address: 388 West 125th Street New York, New York 10027</p> <p>D CSE 11 (District 31) Email: CSE11@schools.nyc.gov Address: 715 Ocean Terrace, Building A Staten Island, New York 10301</p>
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