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| --- | --- | --- |
| CALSWEC-Logo-Color-Vertical-NoByline-transparent | **Title IV-E Student/Graduate**  **Request to University** | Insert your school’s logo here |
| **Requests noted below may be granted by the university Project Coordinator,**  **with notice to CalSWEC. The notice requirement allows CalSWEC**  **to keep accurate program records in CSIS.** | | |

Student/Graduate Name:

Please indicate the purpose of the student/graduate’s request by checking the appropriate box below:

Interruption/Delay in completing academic program

Request to change CDSS, Tribal, or county public child welfare position to another prior to completion of employment obligation. Indicate change of position below:

From position       To position

Effective date of change:

Explanation or comments:

(For graduates of the part-time program, the supporting county must first give permission for the graduate to seek employment in another county.)

Please provide explanation, or comments:

**School’s Action**

Please indicate below your university’s decision on the request. In the case of delay of academic program completion, please indicate the date by which the student is expected to complete the academic program.

I support the student/graduate’s request for interruption/delay.

Date by which student is expected to complete program:

I give permission for the graduate to change position prior to completion of the employment obligation, as specified on page 1.

*Signatures:*

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| --- | --- | --- |
|  |  |  |
| Project Coordinator |  | Date |
|  |  |  |
| Principal Investigator (if required) |  | Date |
|  |  |  |
| Student/Graduate |  | Date |

Entered into CSIS database: Date

Comments: