



San Diego Unified School District
Supports for Children and Youth in Transition
Educational Surrogate Checklist

Student's Name (last, first) ID Number Date of Birth Case Manager

- 1. Are the whereabouts of the parent(s) known?
2. Is the student living with a person(s) "acting as a caregiver" (relative, guardian, etc.) who is willing to be involved in the student's education?
3. Is the student a ward of the state?
4. Have the parental rights been terminated? (School must verify through DCF.)
5. Is the student currently in a foster home and has the student been there at least three months?
6. Is the foster parent willing to be the responsible party regarding educational decisions?
7. Is the student currently living in a group home run by a community agency?

If you have reached this point and have not had to "STOP", follow these procedures:

- Fill out the Educational Surrogate Request Form
Fax completed Educational Surrogate Request Form and the Educational Surrogate Checklist to:
Children and Youth in Transition
(619) 725-8184
Questions: Call the Children and Youth in Transition Office (619) 725- 8169.

Please complete both forms before faxing them.