**Learning Plan Schedule Request Form**

Please fill out a separate form for each Learning Plan presentation time needed. This must be filled out clearly and completely in order to get your time scheduled. Must be submitted a week prior to days/times requesting. A scheduled time will be emailed (write your email legible) to you within 2 business days.

Course # (ex. CHLD 130) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Requesting week of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Name: | |  | | | | | | Age Group:  (choose one) | | | Toddler or Two | | Three | | | | | Four | |
| Email: |  | | | | | | | Phone #: |  | | | | | | | | | | |
|  | | | |  |  |  | | | |  | | | |  | | | | | |
| **FOUR YEAR-OLD SCHEDULE: Room 4 or 5** | | | | | |  | | | |  | | | |  | | | | | |
| **1st Choice** | | | **Monday** | | **Tuesday** | | **Wednesday** | | | | | **Thursday** | | | | **Friday** | | | |
| **Indoor:** | | | 9:00am | | 10:30am | | Group Time**:** 8:45am | | | | | | | |  | |  | |  |
| **Outdoor:** | | | 9:00am | | 10:30am | | 2:30pm (No Fridays):  Group Time**:** 11:30am | | | | | | | | | | | |  |
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| **2nd Choice** | | | **Monday** | | **Tuesday** | | **Wednesday** | | | | | **Thursday** | | | | **Friday** | | | |
| **Indoor** | | | 9:00am | | 10:30am | | Group Time8:45am | | | | | | | |  | |  | |  |
| **Outdoor** | | | 9:00am | | 10:30am | | 2:30pm (No Fridays)  Group Time 11:30am | | | | | | | | | | | |  |
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| **THREE YEAR-OLD SCHEDULE: Room 3** | | |  | |  | |  | | | | |
| **1st Choice** | **Monday** | **Tuesday** | | **Wednesday** | | **Thursday** | | | **Friday** | | |
| **Indoor:** | 10:30am | 11:00am | | Group Time**:** 8:45am | | | |  | |  |  |
| **Outdoor:** | 9:00am | 9:30am | | 2:30pm (No Fridays):  Group Time11:30am | | | | | | |  |
|  | | | | | | | | | | | |
| **2nd Choice** | **Monday** | **Tuesday** | | **Wednesday** | | **Thursday** | | | **Friday** | | |
| **Indoor** | 10:30am | 11:00am | | Group Time8:45am | | | |  | |  |  |
| **Outdoor** | 9:00am | 9:30am | | 2:30pm (No Fridays)  Group Time11:30am | | | | | | |  |
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| **TWO YEAR-OLD SCHEDULE: Room 1 or 2** | | |  | |  | |  | | | | |
| **1st Choice** | **Monday** | **Tuesday** | | **Wednesday** | | **Thursday** | | | **Friday** | | |
| **Indoor:** | 8:30am | 10:30am | | **Group Time:** 8:30am | | | |  | |  |  |
| **Outdoor:** | 8:30am | 10:30am | | **Group Time:** 11:00am  **Group Time:** 9:15am | | | | | | |  |
|  | | | | | | | | | | | |
| **2nd Choice** | **Monday** | **Tuesday** | | **Wednesday** | | **Thursday** | | | **Friday** | | |
| **Indoor** | 8:30am | 10:30am | | **Group Time** 8:30am | | | |  | |  |  |
| **Outdoor** | 8:30am | 10:30am | | **Group Time:** 11:00am  **Group Time:** 9:15am | | | | | | |  |
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**For office use:**

**Received request \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date Scheduled \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Notified Student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**