



Carbon Lehigh Intermediate Unit #21

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Request for Sign Language Interpreter

***Request Guidelines:** Request for an interpreter must be **at least 2 weeks prior to meeting**/activity date. If request is less than 2 weeks notice, an interpreter cannot be guaranteed. Please send completed form to walterj@cliu.org.

Date Sent: _____

Requesting Staff Name: _____ Email: _____ Phone: _____

Supervisor: _____ Email: _____ Date Confirmed: _____

Student Name: _____ DOB: _____

Parent Name: _____ Home School District: _____

Name of deaf participant and relationship to student: _____

Reason for the meeting: IEP Parent/Teacher conference Workshop After school activity

**** (After school activities - LEA permission required - contact CLIU program supervisor)**

Explanation of Activity:

Bus Transportation: CLIU District

Possible Meeting Dates/Times: _____

Meeting Location/Address: _____

Approximate length of meeting: _____

For Office Use Only

Interpreter Assigned: _____

Interpreting Agency: _____

Interpreter Email: _____

Meeting Date: _____

Date Confirmed with Interpreter: _____

LEA permission approved: _____ (date)

Helping Children Learn

"CLIU is a service agency committed to Helping Children Learn."