



LOS ANGELES UNIFIED SCHOOL DISTRICT
MEMORANDUM

Summer School Training Request Form

Use this form to request training on the Summer School SIS programs. Training on these dates are open to school staff with principal's approval.

TO: Fax Number (213) 241-8454

Act now! Classes are filling up quickly!

FROM: _____

Name

School

(____) _____

School Phone and Extension

(____) _____

School Fax Number

Approved by: _____

Signature of Principal

Date

Please check a check mark next to the session you would like to attend and fax this to Secondary SIS at (213) 241-8454. A confirmation/reminder notice will be sent to you with directions to the training site.

	<u>DATE</u>	<u>TIME</u>	<u>PLACE</u>
_____	Mon., April 12	1:00-3:30	Webster Training Center
_____	Wed., April 14	1:00-3:30	Zelzah Training Center
_____	Wed., April 21	1:00-3:30	Fort MacArthur Training Center
_____	Thu., April 22	1:30-3:30	Zelzah Training Center
_____	Fri., May 7	1:00-3:30	North Valley Occupational Center
_____	Mon., May 17	1:00-3:30	Beaudry Building (District Headquarters)

It is important to pre-register for classes and receive confirmation from us by phone or fax. Occasionally a class is rescheduled due to circumstances beyond our control. SIS Support will notify pre-registrants of any changes in schedule.

North Valley Occ. Ctr.
11450 Sharp Avenue
Mission Hills

Valley Train. Ctr.
6505 Zelzah
Reseda

Ft. MacArthur Train. Ctr.
920 W. 36th Street
San Pedro

Webster Train. Ctr.
11330 W. Graham Place
West Los Angeles