

**Mississippi Department of Education  
Office of Special Education  
School Year 2023-2024**

**EDUCABLE CHILD PROGRAM  
OFFICIAL DROP FORM  
CHANGE OF PLACEMENT FORM**

Directions: The Official Drop/Change of Placement Form must be completed and submitted to the Office of Special Education within five (5) days for each student attending whose placement changes or the student no longer attends the private facility/school. **An Official Drop Form must be on file before another educable child application can be approved for funding at another facility or the same facility.**

<b>Name of Student:</b>	<b>MSIS/SS #:</b>
<b>Date of Birth:</b>	<b>Application Type (circle one):</b>
	SD   DHS   PM   P
<b>Name of School / Facility:</b>	<b>Circle one:</b> <b>Date of Discharge</b> <b>Date of Change of Placement</b>

**Reason for Discharge: (Please Complete)**

<b>Program Completed:</b>	
<b>Acute Care:</b>	
<b>Change in Disability:</b>	
<b>Change in Placement:</b>	
<b>Other (Please Specify):</b>	

**Signature of Authorized Representative**

**Date**

Please mail to: Mississippi Department of Education  
Office of Special Education  
P.O. Box 771, Suite 301  
Jackson, MS 39205