



CHANGE OF PLACEMENT

Nacel Open Door, Inc.
Tel: 1-800-622-3553 Fax : 651-686-9601
moves@nacelopendoor.org

For every move/change of placement, please complete this form and submit it to the national office **BEFORE** the student moves. Please have the student take his/her student packet along to the new family (and school, if school changes). If for some reason, the student is unable to secure the packet prior to the move, please mark below if a new packet needs to be sent.

Date: _____

Coordinator: _____

Student's Name: _____

Local Representative: _____

► **REASON for MOVE/CHANGE: (please check one)**

► **DATE of MOVE/CHANGE: _____**

- | | | |
|--|---|--|
| <input type="checkbox"/> Alleged inappropriate host family behavior | <input type="checkbox"/> Environmental disaster | <input type="checkbox"/> General incompatibility |
| <input type="checkbox"/> Student behavior issue | <input type="checkbox"/> Financial circumstances | <input type="checkbox"/> Temporary/Welcome to permanent |
| <input type="checkbox"/> Change of school | <input type="checkbox"/> Geographic reasons | <input type="checkbox"/> Other – Please provide additional written explanation. |
| <input type="checkbox"/> Death or illness of host family member | <input type="checkbox"/> Quality of home | |

"OLD" Host Family Name

"NEW" Host Family Name

Phone Number

Phone Number

Street Address

Street Address

City, State, Zip

City, State, Zip

"OLD" School

"NEW" School

Street Address, City, State, Zip

Street Address, City, State, Zip

Contact & Telephone

Contact & Telephone

► The following documents **MUST BE COMPLETED PRIOR TO THE STUDENT'S MOVE!** **1.** Host Family Application (Part One & Two) **2.** Confirmation of Visit, **3.** Recommendations, **4.** Photos (6), **5.** Criminal Background Checks (must be run **PRIOR** to the student's move), **6.** New school acceptance, if necessary.

New Airport, if any: _____

New packet(s): Host family School