

ALL: REQUESTS FOR ORAL INTERPRETER

WHAT'S NEW FOR 2010-2011?

- 🍏 Form # 4391 Request for Oral Interpreter has been revised.
- 🍏 All requests for an Oral Interpreter must be accompanied by Form # 4391Rev.

WHAT YOU NEED TO DO?

- 🍏 Form #4391Rev can be found at the Multicultural, ESOL and Program Services Department website: www.broward.k12.fl.us/esol/Eng/ESOL/Forms.htm.
- 🍏 Form #4391Rev can be found on the Forms website <http://web/forms/formsoptions.htm>.
- 🍏 Form #4391Rev must be sent two weeks prior to requested service date.
- 🍏 Fax to 754 321-2973 or send to gaby.aybar@browardschools.com.
- 🍏 Notify Multicultural, ESOL and Program Services Department of any changes or cancellations prior to the confirmed appointment time.

WHAT WILL HAPPEN IF YOU DON'T?

- 🍏 Scheduling of oral interpreter will be delayed.

WHO NEEDS TO KNOW?

- 🍏 Principals, Assistant Principals, ESE Specialist, Guidance Counselors, ESOL Contact.
- 🍏 District Guidance
- 🍏 Student Support Services

HOW WILL YOU COMMUNICATE FOLLOW-UP?

- 🍏 A confirmation, noting date and time of oral interpretation appointment will be sent to the requestor.

CONTACT

Multicultural, ESOL and Program Services Department
Linda Medvin, Multicultural Curriculum Specialist, 754 321-2969
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