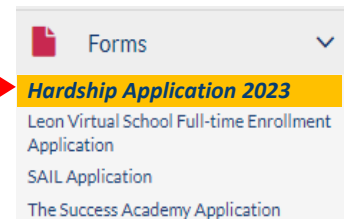# Hardship Application Instructions   June 2023

Parents of students currently enrolled and new students will log on to their active parent portal account to begin the Hardship Application process. **This option is for parents who want to apply for hardship and already have a Parent Portal account.**
**The Hardship Application is only available on Parent Portal, it is not available on the Leon County School's Focus Community App.

https://leon.focusschoolsoftware.com/focus/index.php?skipSAML

Forms	⌄
Hardship Application 2023	
Leon Virtual School Full-time Enrollment Application	
SAIL Application	
The Success Academy Application	

1**) Log in** to your active Parent Portal account.
2) CLICK on the **Forms** menu and click Hardship Application 2023.
3) The Hardship Application will appear.

==****Please edit the Title at the top to your Child's name with current date.**==

Child's Name Current Date 00/00/2023   ⟲ Start New Draft or 🖫 Save Draft or ✈ Submit Request

Leon County Schools Hardship Application - **2023 - 2024**
Note: This application only applies to the 2021-2022 school year. Do not submit this form for any future school years.

Student Name: Select One ▼   Student ID: ____   Date: ____
Does the student have a current IEP or Mckay Scholarship? ○ Yes ○ No   Birthdate: ____
Address: ____   Current Grade: ____
Current Sch: ____   Zoned Sch: ____
Parent/Guardian Name: ____   Cell Phone: ____
Parent Email: ____   Work Phone: ____
Is child a dependent of active military personnel, foster care or court ordered placement? ○ Yes ○ No

Please indicate the School Choice Option you are applying for:
☐ **Hardship** ☐ **Sibling Support** ☐ **LCSB Employee** ☐ **Grandfathering**
*When selecting Grandfathering the current school shown above is assumed as the requested school.
Site Employed: ____
Employee Name: ____   Sibling Name: ____

Requested School:
Unfortunately, some schools are over capacity and not able to accept students that are not in their zone. If the school you are requesting is not listed below, they are over their capacity and have no seats available for this year. Please be aware that not all grade levels may be available at your requested school.

4) Complete the form. The red areas of the form are required, and form will not submit unless completed.
5) Scroll to the top of the form and CLICK Submit Request.