



Charter Amendment Request Form

The Charter Amendment Request Form and all required documentation must be received via email (ade.charterschools@ade.arkansas.gov) at the Arkansas Department of Education at least 28 days prior to the Charter Authorizing Panel meeting.

Please limit charter amendment requests to only one modification requested per form.

Charter Name: _____ LEA#: _____

Primary Contact Name: _____

Primary Contact Email: _____ Primary Contact Phone: _____

Modification Requested

Examples of Modifications: Add a New Campus, Relocate Existing Campus, Increase Enrollment Cap, Change Grade Levels Served, or other modifications as requested by the school. (Please note that requests for Change of Location must include both the current location and the proposed location. The Facilities Utilization Agreement must accompany amendment requests to add a new campus or relocate an existing campus.)

RATIONALE for Requested Modification

Please complete the Impact of Modification (i.e. academic, financial, operational) on next page.

Charter Name: _____

Impact of Modification (i.e. academic, financial, operational)