

OFFICE OF ADMINISTRATIVE HEARINGS (OAH)
STATE OF CALIFORNIA

REQUEST BY PARTY TO DISMISS DUE PROCESS HEARING REQUEST

- **Use this form when the matter is resolved or a party wants to withdraw the case.**
- **Once completed, FAX this form to OAH at 916-376-6319 OR mail a copy to OAH, 2349 Gateway Oaks Drive, Suite 200, Sacramento, CA 95833.**

Case Number: _____

Student Name: _____

The party who filed the above referenced matter requests that OAH dismiss the due process hearing request for the following reason:

- Settlement of the case at the Resolution Session.
- Settlement of the case at Mediation or with the assistance of the Mediator.
- Settlement of the case outside of Mediation or Resolution Session.
- Withdrawal of the case as the parties do not wish to proceed to hearing at the current time.
- Other (Please provide brief explanation): _____

I hereby request that the Office of Administrative Hearings dismiss this matter. I have sent a copy of this letter to all the named parties to this matter notifying them of my request to dismiss.

(Signature of Parent/Representative)

Date

Printed Name