



Instructional Location Closure Form

An instructional location is a classroom extension operated under the direction of a designated Virginia site. It is geographically located within 50 mile radius from the designated site and offers less than 50% of an educational program.

Instructional Location Closure Information

School Name:		Date:	
Street Address:			
City:			
State:			
Zip Code:			
Office Phone #:	()	Fax #:	
Contact Person:			
Title:			
Email:			
Date of Anticipated Closing:			
# Of Currently Enrolled Students:			
Describe reason(s) for closing:			
Where will the current students attend class(es)?			
Signed:		Date:	
Name (print)		Title:	

SCHEV Use Only:

Date Received: _____ Date Processed: _____

Processed By: _____