



## Office of School Choice

# Sample Letter of Intent

Please include all components of this sample in your school's Letter of Intent to apply for a BESE-authorized charter school.

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From: [nonprofit organization name]

To: Louisiana Department of Education

Date:

RE: Letter of Intent to Apply for Type 2 Charter Sample

Your letter should include:

- Vision statement
- Mission of the intended school
- Intended instructional model
- Proposed opening year
- Intended grades served and projected and target enrollment for the first and fifth years of operation
- Interested location and parish
- Contact information for application point of contact