

August 12, [REDACTED]

[REDACTED]
[REDACTED]
Dear _____,

I will be a student in your class, _____, this coming school year. I am looking forward to classes starting. I wish to make you aware of a special circumstance that I will be dealing with during the school year. I have narcolepsy. Narcolepsy is a neurological disease involving changes in sleep patterns that have an effect on overall energy levels and alertness. I am on medications and have most of my symptoms under control. However, I have found that both the disease and the medications that I take for it have an effect on the time I have available to complete my school work. I have a 504 plan which can be invoked if needed and I would like to request that you please read the enclosed information on Narcolepsy. I would like for you to understand my situation so that we can work together to help make this school year a success. My parents and I would like to meet with you before school starts on August 23 to speak with you personally and answer any questions you might have concerning narcolepsy and my school career. Wednesday, August 17 in the afternoon would work well for us as a time to meet. If you could contact me by e-mail ([REDACTED]) and let me know whether this time would work for you, I would appreciate it. Thank you and I look forward to meeting you.

Sincerely,

M [REDACTED]

Melissa Patterson