

Heth-Washington Elementary School

2450 Heth Washington Road SW * Central, Indiana 47110

(812)732-4766 * (812) 732-8840

Authorization and Permission to Release Educational, Medical and/or Special Education Records

Student Full Name: _____ Date of Birth: _____ Grade: _____

Previous School: _____

School Address: _____

School City, State, Zip: _____

School Phone Number: _____ School Fax Number: _____

My child is currently receiving special education services:

No

Yes

Parent/Guardian Signature: _____ Date: _____

ATTN: SCHOOL REGISTRAR

We are requesting the following records for the student listed above (all the apply):

STANDARD RECORDS

- Transcript of grades
- Standardized test scores
- Health and Immunization records
- Attendance Records
- Withdrawal Grades
- Discipline

SPECIAL EDUCATION RECORDS

- Individualized Education Plan (IEP)
- Language Proficiency Testing/Individual
- Individualized evaluation records
- Eligibility Determination Documents (if Not embedded in another document listed above)

Send standard records to: Sue Lanham Heth-Washington Elementary School 2450 Heth Washington Road SW Central, IN 47110 lanhams@shcsc.k12.in.us	Send special education records to: Theresa Pope Harrison County Exceptional Learners 121 High School Road Corydon, IN 47112 popet@shcsc.k12.in.us
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Requesting Signature: _____ Title: _____

(For Office Use Only)

Student's STN: _____

Date Requested: _____ Date Received from School: _____