

South Central Elementary School

Sharon Mathes, Principal
Jacquelyn Pease, Secretary/Treasurer

6595 E Hwy 11 SE * Elizabeth, Indiana 47117
(812)969-2973 * fax (812) 969-9012

Laura Kelley, Counselor
Tonya Ray, Secretary

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: Tonya Ray South Central Elementary School 6595 E. Hwy 11 SE Elizabeth, IN 47117 Rayt@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: _____