

Mason County Eastern Special Education Release of Records

Date of Request: _____

The purpose of this request is: (please check one box)

For Mason County Eastern Schools to release records or information to:

Name: _____

Address: _____

- OR -

For Mason County Eastern Schools to receive records or information from:

Student Name: _____ **Date of Birth:** _____

Address: _____

Specifically:

- _____ Educational Reports
- _____ Medical Information
- _____ Occupational Therapy Reports
- _____ Physical Therapy Reports
- _____ Psychological Evaluation

- _____ Social History
- _____ Speech Evaluation
- _____ IEPT/MET
- _____ OTHER: _____

I hereby authorize you and/or your department to release information as indicated above concerning the named individual. Information received will be used solely for educational planning and will not be transferred to a third party without written permission from parents or legal guardian, licensed physician, registered nurse, social worker, school social agency, or other helping professionally qualified personnel whose training and/or information would be useful. The parental release of information and/or sending of school information is in compliance with Federal Public Law 93-380

Please send requested information to:

Mason County Eastern Schools
18 S. Main St.
Custer, MI 49405

Printed Student Signature or Parent/Guardian if student is under 18: _____

Telephone No.: _____

Signature of Student or Parent/Guardian if student is under 18: _____

Date: _____

School Personnel Signature: _____

Building: _____

The parental release of information and/or sending of school information is in compliance with Federal Public Law 93-380. Parents, Legal Guardians, or students of legal age may request a review and/or copy of the school records transferred. If this is desired, the school office should be notified. If you request a copy of the school records being transferred, the school is relieved of the responsibilities for confidentiality of those records.

Sent: Yes NO

By: _____
staff