



Beaufort County Schools  
DEPARTMENT OF  
STUDENT SERVICES  
Physical Address  
2900 Mink Point Blvd  
Beaufort, SC 29902  
Mailing Address  
P.O. Drawer 309  
Beaufort, SC 29901  
843-322-5436-fax  
843-322-5417 Voicemail

## Special Education Records Request

*The student/Parent must complete all necessary information: Allow at least 10 working days for records request to be processed. Forms can be faxed to 843-322-5436; Attention Denise LeVesque or hand delivered.*

I authorize you to furnish the requested information from my Special Education folder to the person or organization referenced in this request.

Student (please print) name: \_\_\_\_\_ Maiden name: \_\_\_\_\_

Birth Date: \_\_\_\_\_ Telephone number: \_\_\_\_\_

Date of Graduation: \_\_\_\_\_ Date, if withdrew: \_\_\_\_\_

Check requesting Information:

Individualized Education Plan

Psychological Evaluation

Name and address