



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