Carroll County Schools
Exceptional Children's Services
164 Independence Drive
Carrollton, Georgia 30116
Phone: 770-832-3568
Fax: 770-830-1303

AUTHORIZATION TO RELEASE CONFIDENTIAL INFORMATION

Person/Agency Releasing Records:	**Please Forward Records To:**
To: _____ Agency _____ Person/Department _____ Address _____ City State Zip	

You are hereby authorized to release confidential information on the following student:

Full Name: _____ Date of Birth: _____
Last First Middle

Former School: _____ Present School: _____

Type of Materials to Be Released:
- ○ Psychological Data
- ○ Educational Evaluation
- ○ Eligibility
- ○ Placement Committee Minutes
- ○ Individual Education Plan (IEP)
- ○ Due Process Checklist
- ○ SST Information
- ○ Medical Records/Statement
- ○ Speech/Language Records
- ○ Other: _____

Reason For Release:
- ○ Educational Planning
- ○ Medical Problems Related to Learning
- ○ Proof of Disability
- ○ Maintenance of School Records
- ○ Other: _____

I understand that the granting of this consent is voluntary.

_____ _____
Signature of Parent/Guardian Date Relationship to Student

Special Education Staff and School/Department Requesting Records: Name: _____

School/Department: _____

○ We do have third party information which should be requested from the original source.
Source: _____

○ We do not have third party information.

Please assist in the provision of adequate services for this child by handling this request as quickly as possible. Please send all information requested to the Exceptional Children's Services, NOT THE INDIVIDUAL TEACHER OR SCHOOL.