



# Morgan County Schools

136 Flat Fork Rd.

Wartburg, Tennessee 37887-0348

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**Ronnie Wilson**, Director of Schools

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<http://mcsed.net>

## \*\*\*Request for *Special Education Records*\*\*\*

Date Requested: \_\_\_\_\_

Student Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

School/System last attended: \_\_\_\_\_

Their fax number: \_\_\_\_\_

Agency requesting records: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

FAX: \_\_\_\_\_

*This student has enrolled in our school system. Please send a copy of all his/her Special Education records. This request is for all Special Education records relating to the above named student, so that proper placement can be made and continuity of record keeping is maintained. Copies of the current signed eligibility document and psychological evaluation report are especially appreciated. Thank you for your assistance and prompt attention to this request.*