

RELEASE OF RECORDS

MONTGOMERY COLLEGE
Disability Support Services
Takoma Park Campus
Voice: 240-567-1480
dss@montgomerycollege.edu

To obtain a copy of your **INDIVIDUAL EDUCATIONAL PLAN (IEP), EDUCATIONAL ASSESSMENTS**, and/or **HIGH SCHOOL TRANSCRIPT**, send/take this form to your high school. *Note: MCPS destroys disability-related records, other than psychological evaluations, when a student reaches age 21.*

Name: _____

High School: _____

Address: _____

Year of Graduation: _____

Please submit only copies of original documentation; DSS cannot copy and return original documents.

I authorize the release of my confidential records.

PLEASE SEND THESE RECORDS TO:

Disability Support Services
Counseling – SSC
Montgomery College
Takoma Ave. & Fenton St.
Takoma Park, MD 20912

Name (please print): _____

Signature: _____

Date of Birth: _____

Student ID #: _____

Signature of Parent/Guardian (if under 18): _____

Date: _____