



## Michigan City Area Schools

Office of Special Education

408 S. Carroll Avenue

Michigan City, Indiana 46360

219/873-2000 ext. 8333 Fax: 219/877-3548

Dear Parent/guardian,

According to our records, your child, who is currently eligible to receive special education services is about to turn eighteen years of age. Indiana statute provides that “when a student attains eighteen (18) years of age, all of the rights that were formerly provided to the student’s parents [guardian] under this article shall transfer to the student.” This letter serves as a reminder that this transfer of rights will take place upon your student’s eighteenth birthday.

Your student has also been notified of the transfer of rights which is about to take place.

You will be notified of future case conferences, but may participate at the student’s discretion and in an advisory capacity only.

Educational records housed at the Michigan City Area Schools administration building will be maintained for five (5) years from the date of the student graduates or exits special education. If the adult student wishes to obtain his/her special education records, he/she must submit a written request to the office of Student Support Services prior to the fifth-year anniversary of the student’s graduation/exit from special education date. Records will be destroyed after the seventh anniversary date.

Any questions or concerns that you may have about guardianship issues, transfer of rights, etc., may best be directed to individuals who can offer legal advice. In the absence of any legal documents limiting the student’s rights, Michigan City Area Schools will consider educational decisions made by the student to be final.

Please feel free to contact our office with any questions regarding the content of this letter and we will assist you in any way that we can.

Sincerely,

Stacy Attar, Director of Student Support Services  
Michigan City Area Schools