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## **My PARENTAL EDUCATION RECORDS DIGITAL RIGHTS**

### **While my Child with Special Needs is Under Age 18**

#### **Education Records Right #1**

##### **Education records must be made available to parents**

Schools must provide parents the opportunity to inspect and review the education records of their minor child. **Authority:** The Family Educational Rights and Privacy Act (FERPA); 20 [U.S.C. § 1232g](#); [34 CFR § 99.10 \(a\)](#).

#### **Education Records Right #2**

##### **Copies of IEPs must be provided to a parent**

The school must give the parent a copy of the child's IEP at no cost to the parent.

**Authority:** [20 U.S.C. 1414\(d\)\(1\)\(B\)\(i\)](#); [34 CFR 300.322\(f\)](#)

#### **Education Right #3**

##### **Parents have the right to receive electronic (PDF) copies of records**

An IEP is an “education record.” [U.S.C. § 1232g](#). Education records means “any information recorded in any way, including, but not limited to, hand writing, print, **computer media**, video or audio tape, film, microfilm, and microfiche.” **Authority:** [34 CFR § 99.3](#)

#### **Sample request for PDF copy of IEP**

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Dear School Secretary:

I am requesting that you provide me with a PDF copy of my child’s IEP that you record and store electronically in your school’s computer media. This request is being made pursuant to my rights under 20 U.S.C. § 1232g; 34 CFR § 99.3 and 34 CFR 300.322(f).

I am providing a USB flash drive for you to download your electronic copy of the IEP in PDF format.

Thank you.