

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

**Request for Educational Evaluation**

To Whom It May Concern:

I, \_\_\_\_\_, parent of \_\_\_\_\_,  
am requesting an initial evaluation. My child's information and my contact  
information is listed below.

1. OSIS #: \_\_\_\_\_

2. DOB: \_\_\_\_\_

Thank you for your prompt assistance in this matter.

Sincerely,

\_\_\_\_\_ (signature and date)

\_\_\_\_\_ (print name and date)

Contact: \_\_\_\_\_

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

Email: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_