



DESTRUCTION OF RECORDS

Attention: Special Education Students who graduated in 2015

Your original file will be destroyed on or after **SEPTEMBER 1, 2020.**

If you would like to request your entire Special Education file. You may contact us for your file before your records are destroyed:

San Dieguito Union High School District
Attn: Special Education Dept.
710 Encinitas Blvd., Ste. 105
Encinitas, CA 92024.

-OR-

Fax: (760) 634-0676

Information Needed From You:

- Student's Full Name
- Current Address & Phone Number
- Student's Birthdate
- Student's Graduating School
- Parents Name

We will only release your file to another person provided you list their full name in your request and their relationship to you. A valid ID must be presented by you or your designated person when the file is picked up. If you have any additional questions, please email Donna Crosby at: donna.crosby@sduhsd.net