

**Educational Surrogate Parent Application**

**For Specific Child ONLY**

If you are applying to be serve as an educational surrogate parent volunteer for *unknown children*, please fill out the Educational Surrogate Parent Application, available on the Maine Department of Education website.

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| Name:  | Address:  |
| DOB:  | City:  |
| Phone 1:  | State/zip:  |
| Phone 2:  | Email:  |
| Employer:  | Work email:  |

|  |  |
| --- | --- |
| Child’s name: | Child’s DOB: |
| Relationship to child:  |

Maine Educational Surrogate Parent Confidentiality Agreement

I agree to have access to relevant educational records with an understanding of the confidentiality of materials. Under no circumstances shall I duplicate, disseminate or verbalize to unauthorized persons any information regarding the child/student I represent.

I fully understand that access to these records and knowledge of the material is only for the purpose of implementing and maintaining a child/student’s Individualized Family Services Plan (IFSP) or Individualized Education Program (IEP). I understand that every citizen has the right to privacy. I understand that the educational records are to be considered personal and private, and should, in no way, be used in a prejudicial or judgmental manner.

Date:

Signature:

Please return to:

**Email: sarah.ferguson@maine.gov**

**Fax: (207) 624-6683**

**Mail:**

**Maine Department of Education**

**Surrogate Parent Program**

**23 State House Station**

**Augusta, ME 04333-0023**

**Contact – Sarah Ferguson**

 **207 592-6498**

Updated 10/26/21

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| FOR OFFICE USE ONLY |
| Application received: | Surrogate Parent ID #:Date: |
| Recommended by: Title:Phone: Email: |
| Notes: |