



100 Mount Clinton Pike  
 Harrisonburg, VA 22802-2507  
 540-564-3225 - 540-564-3250 (fax)  
 www.rockingham.k12.va.us

**Invitation to Eligibility Committee Meeting**

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

School: \_\_\_\_\_

Dear \_\_\_\_\_:

On \_\_\_\_/\_\_\_\_/\_\_\_\_ at \_\_\_\_\_, an eligibility  
 (date) (time)  
 committee will meet at \_\_\_\_\_ to discuss testing and school related  
 information on \_\_\_\_\_. The committee will determine  
 (child's name)  
 whether or not your child **...is, is not, or continues to be...**eligible for special education and related  
 services.

You are invited to attend and participate in this meeting to hear formal assessment reports and to share information about your child. Please let me know if you are unable to attend. If we do not hear from you, we will assume the time and location are suitable.

Sincerely,

\_\_\_\_\_  
 Principal/Designee

Phone No. \_\_\_\_ - \_\_\_\_ - \_\_\_\_

School Copy

Parent Copy