



# SOUTH EASTERN SPECIAL EDUCATION

*Serving Clay, Crawford, Jasper, Lawrence, and Richland Counties*

**JILL KELLER - WEEMS, DIRECTOR**

## STEP Application Checklist

**STUDENT:** \_\_\_\_\_

**SCHOOL:** \_\_\_\_\_

### The following items must be received for an application packet to be complete:

- Application (with Social Security Number)
- Request and Consent for Release of Information form
- Photograph/Video/Audio Consent
- Student Vocational Information form
- Letter of Introduction

Each student is required to get two Letters of Recommendation. These forms may included in the application packet or mailed directly to me.

**P.O. BOX 185 ■ STE. MARIE, IL 62459 ■ 618-455-3396 ■ FAX 618-455-3134**

South Eastern Special Education does not discriminate on the basis of race, color, religion, sex, age, handicap or national origin in the provision of educational services or in the participation in educational services as required by federal and state laws.