

Student Records Request Form

Initial requests for student records must be submitted via email or fax.
Student cumulative folders will be sent by school mail within the district.

Requesting Records From:

School Name

For the Student:

Student ID #: _____

Student's Last Name

Student's First Name

MI

Student's Date of Birth: _____

Records Requested:

Date: _____

Academic Records

Health Records

RSA Folder

ELL Folder

Special Ed (IEP) Documents (If Applicable)

Other: _____

Please Send the Records to:

School Name

To the Attention of: _____