

Request for Student Records

I hereby authorize:

Former School: _____

Address of School: _____

Phone Number: (____) _____ - _____

Fax Number (____) _____ - _____

To release to:

- Grant County Board of Education, 820 Arnie Risen Blvd., Williamstown, KY 41097 Ph. 859-824-3323 , Fax 859-824-3508
- Crittenden Mt. Zion Elem., 270 Crittenden Mt. Zion Rd., Dry Ridge, KY 41030 Ph. 859-428-2171, Fax 859-428-1890
- Dry Ridge Elementary, 275 School Rd., Dry Ridge, KY 41035 Ph. 859-824-4484 Fax 859-824-4924
- Sherman Elementary, 3987 Dixie Hwy., Dry Ridge, KY 41035, Ph. 859-428-5500 Fax 859-428-4200
- Mason Corinth Elementary, 225 Heekin Rd., Williamstown, KY 41097 Ph. 859-824-9510 Fax 859-824-4225
- Grant County Middle School, 305 School Rd., Dry Ridge, KY 41035 Ph. 858-824-7161 Fax 859-824-7163
- Grant County High School, 715 Warsaw Rd., Dry Ridge, KY 41035 Ph. 859-824-9739 Fax 859-824-9756
- Eagle Creek Academy, 1505 N. Main St., Williamstown, KY 41097 Ph. 859-824-7706 Fax 859-824-7067

Copies of the student records checked below for the following students.

NAME	DATE OF BIRTH	GRADE
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please send the following records if checked:

- | | |
|---|---|
| <input type="checkbox"/> Cumulative Records | <input type="checkbox"/> Special Education Records |
| <input type="checkbox"/> Official Transcript of Credits (Units) | <input type="checkbox"/> Special Education Due Process File |
| <input type="checkbox"/> Copy of Grading Scale | <input type="checkbox"/> IEP/Individualized Education Plan |
| <input type="checkbox"/> Writing Portfolios | <input type="checkbox"/> Psychological Tests (Evaluation Results) |
| <input type="checkbox"/> Standardized Test Scores | <input type="checkbox"/> 504 Plan |
| <input type="checkbox"/> Copy of Withdrawal Form with grades at time of withdrawal. | <input type="checkbox"/> ESS Records |
| <input type="checkbox"/> IGP/ILP (Individual Learning Plan) | <input type="checkbox"/> Title I Records |
| <input type="checkbox"/> Attendance Reports (including past and current year) | <input type="checkbox"/> Limited English Proficiency/English as a Second Language File <input type="checkbox"/> |
| <input type="checkbox"/> Health Records/Immunization Records | <input type="checkbox"/> Record of Extracurricular Activities |
| <input type="checkbox"/> Discipline Records | <input type="checkbox"/> Other (specify) _____ |
| <input type="checkbox"/> Expulsion Records | |
| <input type="checkbox"/> Gifted & Talented Records | |

According to the Final Regulations-Family Educational Rights and Privacy Act, as amended (FERPA/Buckley Amendment) dated June 17, 1976, it is no longer necessary to obtain written consent to release records between schools.

Parent/Guardian Signature (Signature of Student if 18 years of age)

Date

Review/Revised:2/12/2015