

Albany Area Schools, District 745

Avon Elementary
410 Avon Avenue
Avon, MN 56310
320-845-5300
Fax 320-845-5183

Albany Elementary
10 Forest Avenue
Albany, MN 56307
320-845-5200
Fax 320-845-2165

Albany Middle School
30 Forest Avenue, PO Box 40
Albany, MN 56307
320-845-5069
Fax 320-845-2179

Albany High School
30 Forest Avenue, PO Box 40
Albany, MN 56307
320-845-5071
Fax 320-845-2179

AUTHORIZATION FOR RELEASE OF INFORMATION

Student name _____

Date of birth _____

Grade _____

Parent or guardian name (s) _____

Address _____

City, State _____

Zip _____

I authorize Albany Area Schools to obtain records from _____

Address _____

City, State _____

Zip _____

Phone _____

Fax _____

Indicate the specific information to be released or available:

All of the choices below

Athletic physical exam

Attendance reports

Career planning & writing portfolios

Chemical abuse/dependency reports

Discipline reports

Grade transcript

Health reports & immunizations

Key to grading system

Other (specify) _____

Medical reports

Official school records

Psychiatric reports

Psychological reports

Social work reports

Special education records

Teacher, counselor, staff observations

Telephone contact

These records are required for the purpose of: _____

This authorization will remain in effect for a maximum of one year from the date of signature and may be cancelled in writing at any time. A photocopy of this authorization will be treated in the same manner as the original.

Signature of Parent or Guardian _____

Date _____

Relationship to student _____

Return records to: _____ at

_____ at the address listed in the letterhead.