



# Request for Student Records

This form allows information about your student to be exchanged.

### Student's full legal name

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
First Name	Middle Name	Last Name	Suffix

### Student's date of birth (Month/Day/Year)

### Student's Grade

### Previous School Name:

### Previous School Address:

### Previous School Phone:

### Previous School Fax:

### What date is the student expected to start at the new school?

### Previous school, please send all of the student's records to the school checked below:

- Cedar Ridge Elementary: 8905 Braxton Drive, Eden Prairie, MN 55347 (Phone: 952-975-7800)
- Eagle Heights Spanish Immersion: 13400 Staring Lake Parkway, Eden Prairie, MN 55347 (Phone: 952-975-7700)
- Eden Lake Elementary: 12000 Anderson Lakes Parkway, Eden Prairie, MN 55344 (Phone: 952-975-8400)
- Forest Hills Elementary: 13708 Holly Road, Eden Prairie, MN 55346 (Phone: 952-975-8600)
- Oak Point Elementary: 13400 Staring Lake Parkway, Eden Prairie, MN 55347 (Phone: 952-975-7600)
- Prairie View Elementary: 17255 Peterborg Road, Eden Prairie, MN 55346 (Phone: 952-975-8800)
- Central Middle School: 8025 School Road, Eden Prairie, MN 55344 (Phone: 952-975-7300)
- Eden Prairie High School: 17185 Valley View Road, Eden Prairie, MN 55346 (Phone: 952-975-8000)
- Early Childhood Special Education: 8100 School Road, Eden Prairie, MN 55344 (Phone: 952-975-6979)
- TASSEL Transition: 8040 Mitchell Road, Eden Prairie, MN 55344 (Phone: 952-975-6930)

Previous school, please email the records checked below as soon as possible to [register4EP@edenpr.org](mailto:register4EP@edenpr.org) or fax them to 952-975-7026. They are needed before proper placement of the student can be made.

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| <input type="checkbox"/> All academic, attendance, grade level, Title I  | <input type="checkbox"/> Special Education (IEP, Evaluation, Progress)     |
| <input type="checkbox"/> GRAD, MCA, CogAT, MAP, NWEA, Fastbridge         | <input type="checkbox"/> 504 Plan and eligibility determination/documents  |
| <input type="checkbox"/> EC screening for kindergartners                 | <input type="checkbox"/> Psychological/Psychiatric records and evaluations |
| <input type="checkbox"/> English Learner: WIDA, Access, and MODEL info   | <input type="checkbox"/> Discipline/Behavior Records                       |
| <input type="checkbox"/> Health/Medical, related services, immunizations | <input type="checkbox"/> MARSS ID#:  |
| <input type="checkbox"/> Transcripts/withdrawal grades                   | <input type="checkbox"/> Other:  |

### Parent/Guardian Signature

<input type="text"/>	<input type="text"/>
Parent/Guardian Signature	Date

Federal and state statutes provide for exchange of private data for school entities without parent permission. MN Statute 120A.22.

A district from which a student is transferring must transmit the student's educational records within ten business days of the request.

