



DAVIS CONNECT RECORDS REQUEST

Date Requested: _____

Previous School Name: _____

Address of School: _____

City, State, and Zip: _____

Phone #: _____

This certifies that the following student(s) have enrolled at Davis Connect. Please forward all academic records up to the date of withdrawal for the following student(s):

Name: _____ Grade: _____ D.O.B. _____

Name: _____ Grade: _____ D.O.B. _____

Name: _____ Grade: _____ D.O.B. _____

Please scan and email copies of the following:

1. Official Transcript
2. Withdrawal Grades
3. Test Scores
4. Birth Certificate
5. Immunization Record
6. Discipline Record / Safe School Information
7. Special Education Records (Current IEP) – if applicable
8. 504 Plan – if applicable
9. Health Care Plan – if applicable

Thank you!

Davis Connect Registrar

davisconnectregistration@dsmail.net

Office 801.402.5266

Forward all records to: Davis Connect
Attn: Registrar
369 W. Gentile St.
Office Portable #232
Layton, UT 84041

Federal Law 9931 allows for educational records to be sent to other educational agencies without the parent's signature requirement. Withholding of records is prohibited under State of Utah Code 53-7a(1) and (1). State Board of Education rule #R300-407-5C and USOE R277- 7093A. Transcripts cannot be withheld due to failure of the student to pay fines or other charges.