



# FRENCH AMERICAN INTERNATIONAL SCHOOL

8500 NW Johnson Street • Portland, OR • 97229 • Tel. 503-292-7776 • Fax 503-292-7444 • www.faispdx.org

## Request for Student Records (TOUTE PETITE SECTION–5TH GRADE)

### CONFIDENTIAL

#### To the parent or guardian:

This request for school records is for students applying for admission to Tote Petite Section through 5th grade at the French American International School (FAIS). Please complete this section with your signature and give the form to your student's current or most recent school or daycare, who will send copies of records directly to the FAIS Office of Admissions.

**Note:** If your child is three years old or younger and has not yet received any reports of school progress, performance, or abilities, you do not need submit student records to FAIS; however, in order to avoid unnecessary follow-ups for missing application documents, we request that your child's school or daycare return this form to us noting that no records are available.

Student Name \_\_\_\_\_

Current Grade \_\_\_\_\_

Date of Birth (month/day/year) \_\_\_\_\_

Application is for the school year \_\_\_\_\_ to \_\_\_\_\_ for the grade indicated below:

- |  |                                    |  |                                       |
|--|------------------------------------|--|---------------------------------------|
| <input type="checkbox"/> Tote Petite Section | <input type="checkbox"/> Preschool | <input type="checkbox"/> Prekindergarten | <input type="checkbox"/> Kindergarten |
| <input type="checkbox"/> 1st grade           | <input type="checkbox"/> 2nd grade | <input type="checkbox"/> 3rd grade       | <input type="checkbox"/> 4th grade    |
|  |                                    |  | <input type="checkbox"/> 5th grade    |

For admission and placement purposes, I hereby give permission to the school listed below to release information to FAIS.

Parent/Guardian Name (printed): \_\_\_\_\_ Phone: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### OFFICE USE ONLY

#### To the childcare director or Head of School:

The student above is applying to the French American International School (FAIS). Please complete this form and send it, along with electronic copies of academic transcripts (for the current and previous year), teacher comments, behavioral records, and standardized test scores (where available) by **February 1** to [admissions@faispdx.org](mailto:admissions@faispdx.org). For your convenience, we also accept paper copies of student records, which can be sent to: French American International School, Attn: Office of Admissions; 8500 NW Johnson Street; Portland, OR 97229.

**Note:** If your facility does not maintain the above records, please return this form to FAIS with a note to that effect.

We appreciate your valuable assistance.

School Name \_\_\_\_\_

Dates of Student's Attendance \_\_\_\_\_

School Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Name of Person Sending Student Records \_\_\_\_\_

Job Title \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

FAIS admits qualified students of any race, color, creed, gender, gender expression or identity, sexual orientation, nationality, ethnic origin or other legally protected status to all the rights, privileges, programs and activities made available to students at the School. FAIS also admits qualified students with disabilities that are unrelated to the ability of the student to enjoy the benefits of the School's educational program, and that FAIS can reasonably accommodate.