



SCHOOL DISTRICT OF JANESVILLE
527 S FRANKLIN ST
JANESVILLE, WI 53548
REQUEST TO RELEASE RECORDS

Last School Attended: \_\_\_\_\_ Last Day Attended \_\_\_\_\_

City/State: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Student: \_\_\_\_\_ Grade: \_\_\_\_\_ D.O.B. \_\_\_\_\_

Student: \_\_\_\_\_ Grade: \_\_\_\_\_ D.O.B. \_\_\_\_\_

Student: \_\_\_\_\_ Grade: \_\_\_\_\_ D.O.B. \_\_\_\_\_

Parent Authorization for Release of Records: \_\_\_\_\_

(Person/Parent/Guardian Signature)

REQUIRED Immediately: Please Fax or Email Current IEP and Most Recent Evaluation to:
The Special Education Department: specialedrecords@janesville.k12.wi.us or FAX 608-743-5095

Please mail Special Education Records to:
School District of Janesville,
Attn: Special Education Dept.
527 S Franklin St.
Janesville, WI 53548
608-743-5061

Please mail Cumulative students' records to the school checked below:

Craig High
401 S Randall Ave
Janesville, WI
53545-4398
608-743-5200
FAX 608-743-5218

Parker High
3125 Mineral Point Ave
Janesville, WI
53548-3240
608-743-5600
FAX 608-743-5589

Rock River Charter
31 W Milwaukee St
Janesville, WI
53546-2911
608-743-8273
FAX 608-743-8430

TAGOS Academy
1350 N Parker Dr
Janesville, WI
53545-0724
608-290-0468
FAX 608-743-5589

ARISE Virtual Academy
450 N Crosby Ave
Janesville, WI
53548-3340
608-743-6110
FAX 608-741-7307

Rock University High
6004 S. Cty Rd G
Janesville, WI
53548-4779
608-743-7426
FAX 608-743-5110

Please send Attention To: Name: \_\_\_\_\_ Date: \_\_\_\_\_

Per 118.125(4), Wis. Stats. Regarding Transfer of Records:
When a board receives a transfer pupil and the board does not receive the pupil's records from the sending board, the board shall request in writing the pupil's records from the sending board. The sending board shall transfer the pupil's records to the receiving board within 5 working days of receipt of the written notice.