

Date Requested: _____

Date Received: _____

Request for Student Records

South Weber Elementary
1285 E. Lester Drive
South Weber, UT 84405
Phone: 801-402-3750 Fax: 801-402-3751
Chris Laypath, Principal

Date of Request: _____

To: _____ (school last attended)

_____ (address)

Phone: _____ Fax: _____

The following student(s) have transferred to South Weber Elementary in the Davis School District. Please send the information below to the address above as soon as possible.

STUDENT NAME	GRADE	TEACHER
_____	_____	_____
_____	_____	_____
_____	_____	_____

Requested information to include:

- Health and Immunization Records
- Special Education Data
- Grade Transcripts
- Testing Information
- Other

Parent Name: _____ Parent Signature: _____

Thank you,

Chris Laypath, Principal