Unified School District 232
De Soto - Shawnee - Lenexa - Olathe
www.usd232.org

Records Request

Please return this form.
Horizon Elementary will request the records.

Last School Attended: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Fax Number: _____

Student's Legal Name: _____ Grade: _____ DOB: _____

Student's Legal Name: _____ Grade: _____ DOB: _____

Student's Legal Name: _____ Grade: _____ DOB: _____

Student's Legal Name: _____ Grade: _____ DOB: _____

Permission is hereby given for the release of all information concerning *my* student(s), listed above.

_____ _____ _____
Parent/Guardian Signature | Relationship to Student | Date

Please mail, fax or email the following information:
Official transcript of grades
Birth certificate
Attendance records
Discipline records (if any)
Records from prior schools
Test scores
Health Records
Special Education records if applicable and any other pertinent information regarding the above student(s) to:

Horizon Elementary School
7210 Chouteau
Shawnee, KS 66227
Ph: 913-667-3535
Fax: 913-422-9694
SHemberger@usd232.org