

SELAH SCHOOL DISTRICT NO. 119 FORM: 3231 F1

REQUEST TO GAIN ACCESS TO STUDENT RECORDS

Nature of request (Check): Inspect or review \_\_\_\_\_ Obtain copies \_\_\_\_\_

1. Student \_\_\_\_\_ er \_\_\_\_\_ Birthdate \_\_\_\_\_

2. Records requested (specify) \_\_\_\_\_

\_\_\_\_\_

3. Requestor \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Status (Check one)

\_\_\_\_\_ Parent/Legal Guardian or Custodian

\_\_\_\_\_ Student whose records are requested

\_\_\_\_\_ Other\* (specify) \_\_\_\_\_

4. Reason for request \_\_\_\_\_

5. Date of request \_\_\_\_\_

6. Signature of requester \_\_\_\_\_

(If available)

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---- ACTION ON REQUEST ----

Request (Check one)

\_\_\_\_\_ Granted

\_\_\_\_\_ Denied (specify reason) \_\_\_\_\_

\_\_\_\_\_

Records furnished (specify)

\_\_\_\_\_

Amount charged

Date furnished \_\_\_\_\_ for copies \_\_\_\_\_

Furnished by \_\_\_\_\_ Title \_\_\_\_\_

\*Notice: Student records obtained under this request remain subject to the requirement of the federal "Family Educational Rights and Privacy Act of 1974," which requires written parent or student consent before the records may be shared with any other party.