

Yuma Union High School District

3150 S. Avenue A, Building A

Yuma, Arizona 85364

Ph: 928.502.4605

**Request for Educational Records****5-303**

The requester must provide a valid photo ID and have a legal right to request and receive these educational records. Requests may take up to 10 calendar days to process. If submitting a paper copy, please submit it to the office of the Associate Superintendent overseeing Teaching and Learning.

REQUESTER INFORMATION - Please provide a valid photo ID

Relationship to Student:

☐ Parent of a Minor or
Dependent Child☐ Legal Guardian☐ Self (18+ years old)

Legal Last Name:	Legal First Name:
Phone Number:	Email Address:
Signature:	Date:

STUDENT INFORMATION

Legal Last Name:	Legal First Name:	Legal Middle Name:
Date of Birth:	Legal Name While Enrolled (if different than above):	

CHECK ALL SCHOOLS ATTENDED in Yuma Union High School District

- | | | |
|---|---|--|
| ☐ Cibola High School | ☐ Gila Ridge High School | ☐ Kofa High School |
| ☐ San Luis High School | ☐ Somerton High School | ☐ Vista High School |
| ☐ Yuma High School | ☐ Yuma Online Distance Academy | |

EDUCATIONAL RECORDS REQUESTED Date Range: _____ to _____

- | | |
|---|---|
| ☐ Applications for Admission | ☐ Extracurricular Activities (clubs, sports) |
| ☐ Assessments | ☐ Health and Immunization Records |
| ☐ Attendance | ☐ Transcript/Grades |
| ☐ Counseling Records | ☐ Other: _____ |
| ☐ Discipline Records | ☐ Other: _____ |

For Office Use Only	Student Perm ID	Date Received	Due Date	Date Completed	Date Records Picked Up
---------------------	-----------------	---------------	----------	----------------	------------------------