



## REQUEST TO RELEASE RECORDS

Current or Last School Attended: \_\_\_\_\_

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

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

Last Day Attended \_\_\_\_\_

Student: \_\_\_\_\_ DOB: \_\_\_\_\_ Enrolling Grade: \_\_\_\_\_ or Last Grade Attended: \_\_\_\_\_

Student: \_\_\_\_\_ DOB: \_\_\_\_\_ Enrolling Grade: \_\_\_\_\_ or Last Grade Attended: \_\_\_\_\_

Student: \_\_\_\_\_ DOB: \_\_\_\_\_ Enrolling Grade: \_\_\_\_\_ or Last Grade Attended: \_\_\_\_\_

**Special Education Records:**

**REQUIRED Immediately: Please Fax or Email Current IEP and Most Recent Evaluation to:**

The Special Education Department:  
[specialrecords@janesville.k12.wi.us](mailto:specialrecords@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 send all remaining Special Education Records at your earliest convenience.**

**OFFICE USE ONLY:**

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

**Edison Middle**

1649 S Chatham St  
 Janesville, WI  
 53546-5821  
 608-743-5900 FAX 608-743-5910

**Franklin Middle**

450 N Crosby Ave  
 Janesville, WI  
 53548-3340  
 608-743-6000  
 FAX 608-743-6010

**Marshall Middle**

25 S Pontiac Dr  
 Janesville, WI  
 53545-2277  
 608-743-6200  
 FAX 608-743-6210

**ARISE Virtual**

450 N Crosby Ave  
 Janesville, WI  
 53548-3340  
 608-743-6112  
 FAX 608-741-7307