# Student Record Cover Sheet

Confirm and Print

Note: It may be necessary to download this document to save or print.

Student ID Student DOB (ex: mm/dd/yyyy)

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Document Category (A-G) Document Type (2-22)

*Example: A2* 00

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|---|---|
| **A. Registration, Enrollment, Transfer**<br>2. Student Registration<br>3. ~~Proof of Residence~~ DO NOT SCAN<br>4. ~~Proof of Age~~ DO NOT SCAN<br>5. Supervisory Form<br>6. Title 10 Form<br>7. Parental Release<br>8. School Choice Form<br>9. Prior School Outstanding Fines/ Fees | **B. Discipline**<br>2. Student-Teacher-Parent agreement<br>3. Student Statement<br>4. Academic, Behavioral or Police Report<br>5. Restorative Justice<br>6. Letter of Notification for Suspension or Hearing<br>7. Community Service Report |
| **C. Student Health**<br>2. Authorization for Medication<br>3. Student Medical Record<br>4. Hearing Screening<br>5. Vision Screening<br>6. Proof of Immunization<br>7. Immunization exemption certificate<br>8. Exclusion Order<br>9. Non-medical exemption<br>22. Immunity documentation | **D. Academics & Transcript Changes**<br>2. Standardized test scores<br>3. High School Transcript (non-PPS)<br>4. Grade Change Form<br>5. Online Grade Letter<br>6. Outdoor School Credit<br>7. Diploma Type Change<br>8. Changes to Transcript<br>9. Early Graduation Request Form<br>22. TR05 – Graduate Update Request |
| **E. Counseling**<br>2. Academic Achievement Log<br>3. Individual Study form<br>4. Essential Skills<br>5. 504 Plan<br>6. Referral<br>7. SIT Forms<br>8. Assessment & Behavioral Support Plan<br>9. Student Services on File Form | **F. Safety and Support Documents**<br>2. Restraining Order<br>3. Custody Agreement/Plan<br>4. Safety Plan<br>5. “No Contact” Order<br>6. Court Document<br>7. Name/Gender Change Form |
| **G. Withdrawal**<br>2. Withdrawal Documents | **Note: Loaded by Records Management**<br>High School Transcript (PPS)<br>Year-end Report Card<br>Attendance Record<br>Course History |

05/08/2023