Paisley School District #11C

260 Green Street ~ Paisley,Oregon 97636
541.943.3111
www.paisleyschooldistrict.com

REQUEST FOR STUDENT RECORDS AND RELEASE OF INFORMATION

Today's Date: _____

Student's Legal Name: _____

Grade: _____ DOB: _____/_____/_____ (mm/dd/year)

Name of Former School: _____
School Address: _____
School Phone Number: _____
School Principal & School Secretary email addresses:
_____

This student has enrolled in the Paisley School District. Please send the academic/educational records below that are available for this student:

- Official Transcript & Report Card
- Withdrawal Grade
- Cumulative Records
- State Testing/Work Samples & Documentation of diploma track
- Health Information (immunization records & health screenings)

Please check if this student has any of the following designations:

- Special Education/IEP (including psychological and behavior reports)
- 504 plan
- English Language Learner
- Talented & Gifted - TAG
    - **Please send any/all Special Education records/documentation regarding this student.**

Please send/email all student records to the following address:

Paisley School District
Attn: Jennifer Ackely ~ Paisley School District Secretary
260 Green Street ~ Paisley, OR 97636

- *j.ackley@paisleyschooldistrict.com*

Date of Request: _____

*Signature of Parent/Guardian, Eligible Student Signature or School Official**

_____

ORS 326.575; OAR 581-021-0255; Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g; 34 CFR Part 99.