

RECORDS RELEASE REQUEST FORM/FACSIMILE

To: Registrar/Records
 From: Parkview High School
 Re: Records Request
 Date: _____
 Fax: 678.442.5218

THIS FACSIMILE MAY CONTAIN
 CONFIDENTIAL AND PRIVILEGED
 COMMUNICATION. IF YOU RECEIVE
 BY MISTAKE, PLEASE DO NOT READ
 CONTENTS AND CALL TO INFORM US.
 THANK YOU.

Number of Pages: 1

The below referenced student is enrolling in the Gwinnett County Public Schools System. Please provide the requested information as indicated to expedite this enrollment process.

Student Name: (Last, First, MI) _____

Student ID: _____

Parent/Legal Guardian Name: (Last, First, MI) _____

Relationship: _____

School Requesting Information

Parkview High School

998 Cole Drive

Lilburn, Georgia 30047

Phone: 770.806.3831

Email to: julie.whritenour@gcpsk12.org

School Releasing Information

Name: _____

Address: _____

City: _____ State: _____

Zip: _____ Phone: _____

RECORDS REQUESTED: *PLEASE SEND FINAL TRANSCRIPT*

<input checked="" type="checkbox"/> Standard Educational Record	<input checked="" type="checkbox"/> Immunization Certificate	<input checked="" type="checkbox"/> VHD Certificate	<input checked="" type="checkbox"/> Psychological Reports
<input checked="" type="checkbox"/> Special Education Eligibility Forms & IEP	<input checked="" type="checkbox"/> Gifted Eligibility	<input checked="" type="checkbox"/> ESOL & ESL Record	<input checked="" type="checkbox"/> Disciplinary Record
<input checked="" type="checkbox"/> Standardized Test Reports	<input checked="" type="checkbox"/> Attendance History	<input checked="" type="checkbox"/> Medical Reports	<input checked="" type="checkbox"/> Birth Certificate
<input checked="" type="checkbox"/> Social Security Card	<input checked="" type="checkbox"/> OTHER:	<input checked="" type="checkbox"/> OTHER:	<input checked="" type="checkbox"/> OTHER:

Is the student English proficient? YES _____ NO _____

If needed, most recent date of assessment for English proficiency _____

I hereby authorize the above referenced school to release all records to the requesting school without hesitation or delay.

Parent/Guardian Signature: _____ Date: _____