

Brentwood Elementary School

Little Quakers Academy • Brentwood Elementary • Central Elementary • Clarks Creek Elementary • Van Buren Elementary • Plainfield Community Middle School • Plainfield High School

1630 Oliver Avenue • Plainfield, IN 46168 • P 317-839-4802 • F 317-838-3991 • www.painfield.k12.in.us/bw • [Twitter@BWQuakers](https://twitter.com/BWQuakers)

REQUEST FOR STUDENT RECORDS

ATTENTION: Guidance Office/Registrar/Student Records

Date

Student Name

Grade

Birthdate

School

Phone Number

Fax Number

The above student has enrolled in our school. Please mail or fax the following student records:

_____ Birth Certificate

_____ Grades/Transcripts

_____ Test Scores

_____ Health Records

_____ Withdraw grades

_____ ISTEP+/IREAD3 Scores

_____ Custody

_____ Attendance

_____ ECA Scores

_____ IEP/Psych

_____ Discipline

_____ Home Language Survey

NOTE: Please send student's Cumulative Academic Record.

If a student has any *special education information* (IEP), please FAX TO THE SCHOOL IMMEDIATELY for correct placement of the child.

Thank you for your prompt attention.

I hereby give permission for student record information of the above named student to be released to Plainfield Community School Corporation.

Parent/Guardian Printed

Relationship

Parent/Guardian Signature

Date