



Request For Educational Records

Student Name: _____ Birthdate: _____
(last, first, middle)

who formerly attended your school, recently enrolled in grade _____ at Howell Public Schools. Please send us a transcript showing entrance and withdrawal dates, past and current grades earned, amount of credit granted for each subject, grading scale, and I.Q. and achievement test scores. Also, please include health records, special education (confidential information), and other pertinent information from the student's permanent record.

Last School Attended

School Name: _____

Address: _____

City, State, Zip: _____

Phone: _____ Fax: _____

School Email Address: _____

Signature Of Parent/Guardian: _____ Date: _____

This student has received special education services: Yes No

If this student received special education services, please send all documents to the address listed below: current IEP, current MET, Psychological/Social Work reports. If your special education records are in another department, please forward this request to the special education department.

Please Mail Records To:

Challenger Elementary
1066 W. Grand River
Howell, MI 48843

Southwest Elementary
915 Gay St
Howell, MI 48843

Highlander Way Middle
Guidance Office
511 N Highlander Way
Howell, MI 48843

Hutchings Elementary
3503 Bigelow
Howell, MI 48855

Three Fires Elementary
4125 Crooked Lake Rd
Howell, MI 48843

Parker Middle School
Guidance Office
400 Wright Rd
Howell, MI 48843

Northwest Elementary
1233 Bower Street
Howell, MI 48843

Voyager Elementary
1450 Byron Rd
Howell, MI 48843

Authorization For Release Of Student Records

In accordance with the provisions of the Family Education Rights and Privacy Act (PL93-380), I do hereby give consent to the school listed above and any previous school to release cumulative academic and psychological records of the above listed student to the school indicated on this form. According to the final regulations - Family Rights & Privacy Act Buckley Amendment, it is no longer necessary to obtain written consent to release records between schools.