BETHANY LUTHERAN SCHOOL

9101 Lamar, Overland Park, Kansas 66207 ● 913-648-2228, ext. 122 ● www.bethanyschool.net

REQUEST FOR RECORDS

Please complete and return to Bethany Lutheran School.

_____ _____ _____

Student's Name **Current Grade** **Date of Birth**

has enrolled as a student at Bethany Lutheran School.

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Name and address of school FROM WHOM records are being requested:

School_____

Address_____

City **State** **Zip**

Phone number_____ **Fax number**_____

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Please send all available records, including the following:

- **Transcript of grades/report card**
- **Attendance Records**
- **Test Scores**
- **Health Records**
- **Special Services Received, if applicable, including IEP documents**
- **Any other material available to insure proper placement**

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I hereby give Bethany Lutheran School permission to request my child/ren's records.

_____ _____

Parent Signature **Date**