

# SYCAMORE ELEMENTARY

2163 142<sup>ND</sup> Ave. Dorr, MI 49323

616-681-9189

## SCHOOL LAST ATTENDED:

School Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

## REQUEST FOR RELEASE OR TRANSFER OF STUDENT RECORDS

<u>Student(s)</u>	<u>Grade</u>	<u>Birthdate</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

The Special Education Department of the Hopkins Public Schools requests your cooperation in furnishing psychological and psychiatric evaluation reports, social work reports and therapist reports, which may be in your possession and assist us with proper placement of the student.

Thank you for cooperation.

\_\_\_\_\_  
Amy Mielke, Principal  
Sycamore Elementary

\_\_\_\_\_  
Parent/Legal Guardian

\_\_\_\_\_  
Date of Request

- Records released or transferred by authorization of this release will not be released to another person, school district, or agency other than HOPKINS PUBLIC SCHOOLS without the written permission of the student's parent(s) or legal guardian(s).