

Alder Grove Charter School - 2
714 F Street
Eureka, CA 95501
Phone: 707-268-0854 Fax: 707-268-0813

REQUEST FOR RECORDS and RELEASE OF INFORMATION FORM

Student: _____ DOB: _____

Alternate names used: _____

Enroll date at Alder Grove School: _____ Grade: _____

I give my permission for Alder Grove Charter School and the schools listed below to exchange any and all pertinent information regarding the above student.

Parent/Guardian/Adult Student Signature: _____ Date: _____

Please **Fax** Immediately (fax # 707-268-0813):

- Birth Certificate Copy
- Immunization Records or Waiver
- High School Transcript

Please forward all student records to the above address, or through HCOE courier.

Cumulative File Including:

- Birth Certificate Copy
- Immunization Records
- High School Transcript
- CELDT/ELPAC
- 504 Accommodation Plan
- Special Education Records
- Psychological Services Records
- Speech Service Records

Please advise Alder Grove if the Cumulative File is not in your possession and/or has been forwarded to another school.

Prior Schools Attended (most recent first):

Most recent school attended was Alder Grove Charter School. If not continue below:

School: _____

Dates: _____

City/State: _____

Phone/Fax: _____

School: _____

Dates: _____

City/State: _____

Phone/Fax: _____