



ROCKFORD PUBLIC SCHOOLS
350 N. Main St., Rockford MI 49341
Request for Release of Information

Rockford Public Schools

Quality Community – Quality Schools
Together Building a Tradition of Excellence

I hereby authorize: Previous School District or Agency Address of Previous District or Agency

Today's Date Previous School PHONE Previous School FAX

To release the following information regarding:

Student Last Name First Name Middle

Birth Date Grade Entering/Attending Graduation Yr

Reason for release of records:

Please include with these records the following items, if applicable:

- Cumulative School Records/Files**
- Psychological and/or diagnostic test results**
- Social Works Reports**
- IEPC**
- 504s**
- Special hearing and eye examinations**
- Achievement test results**
- All health records and doctor reports**
- Other**

PLEASE FORWARD RECORDS TO:

Thank you for your cooperation.

Date of Release: Signature of Parent/Guardian or Adult Student **1st Request**

2nd Request

Federal Law 99.31 states that, "No parent signature is required for educational records sent to another educational agency."

The Michigan Attorney General ruled on April 23, 1982, that a school district may NOT withhold records of a student who transfers to another district, if the student has an outstanding financial obligation to the school district.

Rockford Public Schools is an equal opportunity institution. RPS does not discriminate on the basis of race, creed, color, national origin, age, sex or physical/mental disability in its educational programming, enrollment or contracting.