



# Request for Student Records

STUDENT INFORMATION				
STUDENT LAST NAME		STUDENT FIRST NAME		STUDENT MIDDLE NAME
CURRENT GRADE	STUDENT DATE OF BIRTH (MM/DD/YYYY)	GENDER <input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Other		
STUDENT EDUCATIONAL INFORMATION				
NAME OF LAST SCHOOL ATTENDED			DISTRICT NAME	
SCHOOL ADDRESS			CITY	
STATE	ZIP CODE	SCHOOL PHONE NUMBER	SCHOOL FAX NUMBER	
HAS THIS STUDENT EVER BEEN RETAINED? <input type="checkbox"/> Yes <input type="checkbox"/> No		IF YES, WHAT GRADE?		
HAS THIS STUDENT EVER ATTENDED A COLE COUNTY R-1 SCHOOL BEFORE? <input type="checkbox"/> Yes <input type="checkbox"/> No		IF YES, WHAT YEAR AND WHAT GRADE?		
PARENTAL AUTHORITY				
SIGNATURE OF PARENT / GUARDIAN		RELATIONSHIP TO STUDENT	DATE	
OFFICE USE ONLY				
TO: BUILDING ADMINISTRATOR FROM: COLE COUNTY R-1 SCHOOL DISTRICT			DATE	
<p>The Cole County R-1 School District request the following information on the student named above. Please mail or fax the listed items to the following selected school. Thank you.</p>				
<input type="checkbox"/>	Cole County R-1 Elementary School 13111 Park Street Russellville, MO 65074 Phone: 573-782-4814 Fax Number: 573-782-3435	<ul style="list-style-type: none"> <li>• Grade records</li> <li>• Special education records (if applicable)</li> <li>• Health records</li> <li>• Attendance information</li> <li>• Disciplinary records</li> <li>• MAP test scores (grades 3-8)</li> </ul>		
<input type="checkbox"/>	Cole County R-1 Jr/Sr High School 13600 Rt. C Russellville, MO 65074 Phone: 573-782-3313 Fax Number: 573-782-3262	<ul style="list-style-type: none"> <li>• Transcript of all grades and credits earned</li> <li>• Current withdrawal grades</li> <li>• Special education records (if applicable)</li> <li>• Health records</li> <li>• Attendance information</li> <li>• Disciplinary records</li> <li>• EOC and other standardized test scores including test scores includes ACT, ASVAB, etc.</li> <li>• Missouri Constitution Test Passed <input type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>• US Constitution Test Passed <input type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>• MAP test scores (grades 7-8)</li> </ul>		