

**REQUEST FOR RECORDS  
PRATT USD 382  
Pratt, KS 67124**

To Whom It May Concern:

SB182, Article 5, Privacy of Pupil Records, 10947 have modified Public Law 93-380, regarding the "Release of School Records", which reads:

"A school district is not authorized to permit access to pupil records to any person without parental consent or under judicial order EXCEPT that:

(a) Access shall be permitted to the following:

Officials and employees of other schools or school system including, local, county or education programs leading to high school graduation are provided. Where the pupil intends to or is directed to enroll subject to the rights of parents is provided in section 10930."

Pursuant to the above, we are requesting a transcript of GRADES, CREDITS EARNED, and an explanation of your grading system, if not A, B, C, D or F system. If student withdrew during the school term, we definitely need to have their WITHDRAWAL GRADES and any CREDITS EARNED to enroll them properly. Please include MEDICAL HISTORY.

The undersigned student and parent/guardian, who is seeking enrollment in PRATT USD 382, Pratt, KS, authorizes this request for records from the previous school. The student further acknowledges that he/she was in good standing at the previous school and is eligible to enroll under the provisions of House Bill 2768 passed by the 1994 session of the Kansas Legislature.

NAME OF STUDENT \_\_\_\_\_ GRADE LEVEL \_\_\_\_\_  
ENTRY DATE \_\_\_\_\_ STATE ENTRY DATE \_\_\_\_\_  
BIRTHDATE OF STUDENT \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_

PARENT/GUARDIAN NAME \_\_\_\_\_

PREVIOUS ADDRESS \_\_\_\_\_ PHONE # \_\_\_\_\_  
\_\_\_\_\_

CURRENT ADDRESS \_\_\_\_\_ PHONE # \_\_\_\_\_  
\_\_\_\_\_

Last School Attended \_\_\_\_\_ PHONE # \_\_\_\_\_  
Address \_\_\_\_\_ Fax # \_\_\_\_\_  
\_\_\_\_\_

**Has this student had any of the following services? (Please mark all that apply.)**

IEP \_\_\_\_\_ LEP \_\_\_\_\_ 504 PLAN \_\_\_\_\_ ESL \_\_\_\_\_ ELL \_\_\_\_\_

SIGNATURE: Parent/Guardian \_\_\_\_\_ Registrar \_\_\_\_\_

**Please fax/send records to:**

**Including, but not limited to, a copy of the following – transcript, current grades, withdrawal grades with percents, immunizations, birth certificate, KIDS/State ID Number, test scores and IEP/EEIF information, ESL, Migrant records and KELPA score**

Pratt High School  
400 S Hamilton  
Pratt, KS 67124  
Phone: 620-672-4540 Fax: 620-672-4549

Liberty Middle School  
300 S Iuka  
Pratt, KS 67124  
Phone: 620-672-4530 Fax: 620-672-4539

Southwest Elementary School  
900 W 8<sup>th</sup> St  
Pratt, KS 67124  
Phone: 620-672-4520 Fax: 620-672-4529

ACE – USD 382 Preschool  
401 S Hamilton  
Pratt, KS 67124  
Phone: 620-672-4500 Fax: 620-672-4509