



Union High School District

710 Encinitas Boulevard, Encinitas, CA 92024
Telephone (760) 753-6491
www.sduhsd.net

Board of Trustees
Joyce Dalessandro
Beth Hergesheimer
Amy Herman
Maureen "Mo" Muir
John Salazar

Superintendent
Eric R. Dill

Check School Below

REQUEST FROM:

- Canyon Crest Academy HS Registrar
La Costa Canyon HS Registrar
San Dieguito Academy HS Registrar
Sunset HS Registrar
Torrey Pines HS Registrar
Diegueno MS Counseling Secretary
Earl Warren MS Counseling Secretary
Oak Crest MS Counseling Secretary
Pacific Trails MS Counseling Secretary

DISTRICT REQUEST FOR STUDENT RECORDS

Current school will make records request.

Name of Previous School Fax #

Address of Previous School

The following student has enrolled at the SDUHSD school indicated to the left:

Table with 4 columns: Last Name, First Name, Date of Birth, Grade Enrolling

Please forward the following student records:

- Cumulative File or
Attendance Records
Official Transcript, School Profile and Grading System
Immunization and Health Records
Test Scores/Data
Discipline Records
Special Education Information (IEP)
Section 504 Plan

Other:

Parent Signature

In absence of a parent signature: Federal Law 99.31: The Federal Family Rights and Privacy Act of 1974 and California law does not require the school forwarding student records to obtain parent permission to release the records.