



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:

- Request from schools including Canyon Crest Academy, La Costa Canyon HS, San Dieguito Academy HS, Sunset HS, Torrey Pines HS, Carmel Valley MS, Diegueno MS, Earl Warren MS, Oak Crest MS, and Pacific Trails MS.

REQUEST FOR STUDENT RECORDS

(Current School will make Records Request)

Previous School

Address of Previous School

Fax #

The following student has enrolled at the school checked at the left.

Last Name First Name Date of Birth Grade Enrolling

Please forward the following student records:

- Official transcript, Cumulative File, Test Data, School Profile and Grading System, Discipline Files(s), Immunization and Health Records, 504, Special Education Information (IEP)

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.