

INDEPENDENT SCHOOL DISTRICT 196
Rosemount-Apple Valley-Eagan Public Schools
Educating our students to reach their full potential

Series Number **501.1.3P** Adopted **September 1981** Revised **April 2014**

Title **Request for Records for New Registrants**

TO: _____
Principal _____ Date _____
School _____ Telephone number _____
Address _____ Fax number _____
City/state/zip _____ Email address _____

The following individual(s) have registered as students in Independent School District 196
on _____
Date _____

Student's legal name	Date of birth	Grade
_____	_____	_____
Student's legal name	Date of birth	Grade
_____	_____	_____
Student's legal name	Date of birth	Grade
_____	_____	_____
Address _____		
City/state/zip _____		

Name of parent or guardian (please print) _____ Signature of parent or guardian (if required by sending district) _____

Please forward the following records for the above-named student(s) to the address below:

- A. Transcript or cumulative folder (date of birth, name of parents or guardians, address, dates of attendance, days absent, courses taken, grades obtained, rank in class, over-all grade average, activities participated in and standardized test scores)
- B. Health records, including immunization records and athletic physicals
- C. Grades at time of withdrawal
- D. Special education records, including current IEP and most recent assessment data
- E. Discipline records
- F. Any other records that you have on this student

Thank you for your cooperation.

952-431-8760
Telephone number
952-431-8770
Fax number
kelly.glassing@district196.org
Email address

Kelly Glassing - Registrar
Principal/counselor/registrar
Falcon Ridge Middle School
School
12900 Johnny Cake Ridge Road
Address
Apple Valley, MN 55124
City/state/zip