



Boulder Valley Public Schools

Douglass Elementary School
Mr. Jonathan Wolfer, Principal
840 - 75th Street
Boulder, Colorado 80303-3199
(720) 561-5541
(720) 561-6699 fax

To: _____
(Parent/Guardian or Student if 18 yr. or older)

The Family Educational Rights and Privacy Act of 1974 prohibits the school your child last attended from releasing education records or personally identifiable information contained therein to an official of the Boulder Valley School District school in which your child seeks or intends to enroll without notifying you of the following:

- That the school your child last attended intends to transfer your child's records;
- That you may have the right to inspect these records;
- That you may have a copy of these records if you wish to pay the cost of duplication;
- That you may challenge the content of the records.

Your signature below will authorize the release and enable officials of the School District to obtain the necessary educational records from the school last attended by your child.

AUTHORIZATION FOR RELEASE OF SCHOOL RECORDS

To the Custodian of Pupil Records:
of Previous School:

School Name: _____
Street Address _____
City: _____ State: _____ Zip: _____

In accordance with the Family Educational Rights and Privacy Act, the above named school or school district is hereby authorized to release to the identified school personnel all cumulative records including standardized test data, scholastic achievement data (transcript of credits, grades, etc.), career/vocational interest inventories, health records as well as medical, psychological, sociological, educational and developmental information regarding:

Name of Child(ren): _____ Grade: _____
_____ Grade: _____
_____ Grade: _____

Date: _____

(Signature of Parent/Guardian or Student 18 yr. or older)

REQUEST FOR SCHOOL RECORDS

In accordance with the above authorization, please send the above enumerated school records which you have for the above named child(ren) who enrolled in our school on _____ (date).

Date: _____ Principal's Signature: _____