

CLINTON CITY SCHOOL SYSTEM

212 NORTH HICKS STREET, CLINTON TN 37716 · (865) 457-0159 FAX · (865) 463-0668



RECORDS REQUEST

Principal's Name (school moving from)

Name of School (school moving from)

Street

City State Zip Code

Student's Name Birth Date Grade Level

The above referenced student has enrolled in the Clinton City School System. Please forward copies of all pertinent school records including, but not limited to:

- Cumulative Record information
- Test scores
- Attendance
- Special Education Records (IEP, Psychological, Counseling)
- RTI information/Data points

Please forward to: Clinton City Schools
Attn: Lori Smith
Student Services
212 North Hicks Street
Clinton, Tennessee 37716

I do hereby authorize the Clinton City Schools to request all pertinent school records in accordance with the policy of said organization for the purpose of determining proper educational placement of my child. I hereby release the Clinton City Schools from all liability that may arise from the release of the information obtained.

Date

Signature of Parent or Guardian