

Spring Grove Elementary School

2018 Main Street
Spring Grove, Illinois 60081
815-678-6750 815-678-6760-*fax*
www.nippersinkdistrict2.org
Mr. Chris Pittman, Principal
Dan Oest Ed. D., Superintendent

REQUEST OF STUDENT RECORDS

The student listed below has enrolled in our school district. Would you please forward to us the **cumulative records, counselor and psychological reports, test scores, health records and special education records (if any) including current IEP for the student.**

Student Name			
Grade Level at Previous School		Date of Birth	
Name of Previous School			
Address			
Telephone #		Fax #	

I am the Parent/Guardian of the student named above and authorize the release of the above-mentioned records to:

***Spring Grove Elementary School
2018 Main Street
Spring Grove, Illinois 60081***

Signature of Parent/Guardian

Date

Thank you for your prompt attention to this matter.

Sincerely,

Mr. Chris Pittman



Received Request for Records