

Request for School Records

839 S. Crooks, Clawson, MI 48017
248 585-9150
japhetschool.org



Please send complete school records -- CA-60s, attendance, scholastic achievement, testing scores, psychological tests, special accommodations (IEP, 504, etc.), discipline records, and health information -- for the following student(s):

Requesting Records For:

Student Name(s)

Birthdate(s)

_____	_____
_____	_____
_____	_____

School currently housing records:

Name of School: _____

Address of School: _____

City, State, Zip: _____

Fax Number: _____

**Please forward all records to: JAPHET SCHOOL
839 S. Crooks
Clawson, MI 48017**

Signed: _____
Parent, Legal Guardian or Authorized School Personnel

“Schools may send a student's educational record to officials of other schools of school systems in which the student seeks or intends to enroll, upon conditions that the student's parents be notified of the transfer, receive a copy of the record if desired, and have an opportunity to challenge the content of the record.” -- FERPA

- Federal Statute Entitled: Privacy Rights of Parents and Students