



9300 Homestead Rd Benzonia, MI 49616  
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[www.benzieschools.net](http://www.benzieschools.net)

## Student Record Request

Name of Last School Attended: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Please Send us school records for:

Student: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Grade: \_\_\_\_\_

Please forward the following items:

- Certified Copy of Birth
- Transcript/Last Report Card/Most recent grades
- Special Education Program Eligibilities/ 504 Plan if applicable
- Immunization Record/ MICR status - Copy of Athletic Physical if on file
- Copy of Athlete physical if on file
- UIC Code
- Attendance Records
- Student Discipline

Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

PL-93-380, THE FEDERAL FAMILY EDUCATION RIGHTS AND PRIVACY ACT says that written consent of the parent/guardian/eligible students IS NOT REQUIRED to release educational records to officials of other school or school system in which student seeks or intends to enroll.

Please direct all enrollment information to:

Katrina Grose

[grosek@benzieschools.net](mailto:grosek@benzieschools.net)

Athletic Secretary

6-12 Registrar