

Gilmer County Charter Schools

Every Child, Every Opportunity, Every Day
Cada Criatura, Cada Oportunidad, Cada Dia

Records Request Form

Student's Name _____
Last First Middle

Date of Birth _____ Current Grade _____

Name of previous school _____
Address _____
Phone Number _____ Fax Number _____

Name of enrolling school: (Please circle only one.)

Ellijay Primary School Gilmer Middle School Gilmer High School
Ellijay Elementary School Clear Creek Middle School Mountain View ES

I hereby authorize my child's previous school to release all records checked below on my child to the above checked (✓) school.

- | | |
|--|---|
| <input type="checkbox"/> Immunization | <input type="checkbox"/> Birth Certificate |
| <input type="checkbox"/> Medical/Health Records | <input type="checkbox"/> Withdrawal Form |
| <input type="checkbox"/> Student Discipline Record (If no discipline, please indicate) | <input type="checkbox"/> RTI Records |
| <input type="checkbox"/> Detailed Student Attendance Records | <input type="checkbox"/> Official Transcript |
| <input type="checkbox"/> Social Security Card | <input type="checkbox"/> SAT, PSAT & ALL EOC Scores |
| <input type="checkbox"/> Eye, Ear and Dental | <input type="checkbox"/> EOG Scores |
| <input type="checkbox"/> Programs/Services: Gifted, ESOL, SST, 504, EIP | <input type="checkbox"/> All of the Above |
| <input type="checkbox"/> Withdrawal Form | <input type="checkbox"/> Current IEP Report |
| <input type="checkbox"/> Legal Parental Custody Papers | <input type="checkbox"/> Current Eligibility Report |
| <input type="checkbox"/> Date Entered 9 th Grade | <input type="checkbox"/> Current Psychological Report |
| | <input type="checkbox"/> Related Service Evaluations |
| | <input type="checkbox"/> Parent Notification of Meeting |
| | <input type="checkbox"/> Signature Pages |

Please send records to:

Gilmer County Charter Schools
Attn: Central Registration
134 Industrial Blvd
Ellijay, GA 30540
Fax #: 706-276-5005
leyla.leon@gilmerschools.com

Please mail all Special Education and Psychological Reports to:

Gilmer County Charter Schools
Attn: Director of Special Education
134 Industrial Blvd
Ellijay, GA 30540
Fax #: 706-276-5005
dwestmoreland@gilmerschools.com

Parent/Guardian Signature _____ **Date** _____