



DOSS
 ELEMENTARY SCHOOL
 AUSTIN Independent School District

Doss Elementary

Austin Independent School District
Online Records Request Form

Date of record request: _____

Student Name: _____ Date of Birth: _____

Name of last school attended: _____

Address: _____

Phone number of former school: _____

Contact email for person fulfilling request: _____

Parent/Guardian signature: _____

For Office Use only:

Above named student enrolled on _____ in

| | | | | | |
|--------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Kindergarten | 1 st grade | 2 nd grade | 3 rd grade | 4 th grade | 5 th grade |
|--------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|

| PLEASE SEND THE FOLLOWING: | | IF APPLICABLE: | |
|-------------------------------------|-------------------------------|--------------------------|--|
| <input checked="" type="checkbox"/> | Original home language survey | <input type="checkbox"/> | Gifted and talented records |
| <input type="checkbox"/> | Birth certificate | <input type="checkbox"/> | LPAC records/ scores (out of state equivalent) |
| <input type="checkbox"/> | Immunization records | <input type="checkbox"/> | OLPT or other test scores |
| <input checked="" type="checkbox"/> | Attendance records | <input type="checkbox"/> | qualifying documentation for PK |
| <input checked="" type="checkbox"/> | Withdrawal form | <input type="checkbox"/> | Special education / 504 records |
| <input checked="" type="checkbox"/> | Report cards | <input type="checkbox"/> | State test and labels |
| <input type="checkbox"/> | Discipline records | <input type="checkbox"/> | |

According to Final Regulation – Family Rights and Privacy Act (Buckley Amendment) dated June 17, 1976. It is no longer necessary to obtain written consent to release records. It states that school officials of other school in systems in which the student may intend to enroll, may receive a student’s records without written consent for such release.

PLEASE EMAIL ALL RECORDS REQUESTED TO: Pat Minford, Registrar (patricia.minford@austinisd.org)