



Riverside Local School District

2096 County Road 24 South, DeGraff, Ohio 43318 Phone: 937-585-5981 Fax: 937-585-4599

Every child, every day, for a better tomorrow.

Board of Education

Dr. Bradley Adams, President
Robert Bender, Vice President
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Administration

Scott Mann, Superintendent
Ronnie Fitchpatrick, Treasurer
Mason Bryan, Elementary Principal
Kelly Kauffman, High School Principal

Release for Transfer of Student Records

Student's Name: _____ Grade Level: _____

Address: _____ DOB: _____

_____ Requested Start Date: _____

Previous School Attended: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

I hereby request that all student records for the child listed above be transferred to RLSD.

Parent/Guardian Signature

Date

FOR OFFICE USE ONLY:

- All of the Following:
- Attendance
- Discipline
- Educational (Official transcript/Grades/Credits/Testing Scores)
- Special Education Records (Evaluation Team Report, current IEP)
- Medical Records
- Birth Certificate
- Social Security Card
- Custody Documents

Please email records to: gheath@riverside.k12.oh.us

Riverside Local School District IRN: 048090

Enrollment Date: _____

Transferring School Records from IRN: _____