

Plantation Key School
100 Lake Road
Tavernier, Fl. 33070
305.853.3281 FAX: 305.853.3279



AUTHORIZATION FOR THE RELEASE OF SCHOOL RECORDS

DATE: _____

PREVIOUS SCHOOL ATTENDED _____

ADDRESS: _____

CITY/STATE: _____

PHONE: _____ FAX: _____

STUDENT NAME: _____

GRADE ENTERING _____ DATE ENROLLED: _____

PLEASE SUBMIT THE FOLLOWING RECORDS ON THE ABOVE NAMED STUDENT:

IS STUDENT CURRENTLY SUSPENDED/EXPELLED?

- | | |
|---|----------------------------------|
| _____ SOCIAL SECURITY NUMBER | _____ STANDARDIZED TEST SCORES |
| _____ BIRTH CERTIFICATE | _____ LAST GRADES RECORDED |
| _____ IMMUNIZATIONS | _____ PSYCHOLOGICAL RECORDS |
| _____ PHYSICAL | _____ IEP AND SPECIAL ED RECORDS |
| _____ DISCIPLINE RECORDS FOR CURRENT YEAR | |

Additional Comments:

THANK YOU FOR YOUR PROMPT ATTENTION TO THIS REQUEST. FAX or send via email to mayte.rodriquez@keysschools.com.

SINCERELY,

REGISTRAR

PARENT SIGNATURE