



SOLON CITY SCHOOLS

33800 Inwood Road
Solon, OH 44139
440-248-1600
www.solonschools.org

REQUEST FOR RELEASE OF STUDENT RECORDS

TO: _____
Previous school's name _____
Address _____
City, State, Zip _____ School Fax _____

Student's name _____ Birthdate _____
Last grade attended _____ Date last attended _____

Please include all applicable information for the above named student:

- Academic grades to date of withdrawal
- Grades for previously completed marking period (sports eligibility)
- Standardized test scores (achievement/ability, competency, etc.)
- Ohio Graduation Test scores
- Attendance records
- Health/immunization records
- Psychological reports (if applicable)
- Individual Education Plan (I.E.P. if applicable)
- 504 Plan (if applicable)
- Speech/hearing/language evaluations
- School profile explaining credits and grading system
- Third Grade Reading Guarantee / Reading Improvement Plan
- Other, please specify _____

Signature of parent/legal custodian or student (if legal age)

Solon City Schools Registrar

It is requested that an official copy of this student's records be faxed or mailed to the school checked below.

Send Records/Reports to the building checked (for Registrar use only):

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Arthur Road Elementary
33425 Arthur Road
Solon, OH 44139
FAX 440-349-8018 | <input type="checkbox"/> Roxbury Elementary
6795 Solon Boulevard
Solon, OH 44139
FAX 440-349-8048 | <input type="checkbox"/> Parkside Elementary
6845 SOM Center Road
Solon, OH 44139
FAX 440-349-8055 | <input type="checkbox"/> Lewis Elementary
32345 Cannon Road
Solon, OH 44139
FAX 440-349-8012 |
| <input type="checkbox"/> Orchard Middle School
6800 SOM Center Road
Solon, OH 44139
FAX 440-349-8054 | <input type="checkbox"/> Solon Middle School
6835 SOM Center Road
Solon, OH 44139
FAX 440-349-8034 | <input type="checkbox"/> Solon High School
Attention: Guidance Office
33600 Inwood Road
Solon, OH 44139
FAX 440-349-8041 | <input type="checkbox"/> Solon Board of Education
Attention: Registrar
33800 Inwood Road
Solon, OH 44139
FAX 440-248-7665 |

Parents, custodians or legal age students may inspect the records to be released or transferred.