

RIVERSIDE CHRISTIAN HOMESCHOOL

116 Riverside Lane, Fayetteville, TN 37334

(931) 933 – 7907

www.riversideumbrella.org

2020-21
School Year

Request for Confidential Records

Please complete the authorization below and return this form to the RCH Director with the completed application.

AUTHORIZATION OF RELEASE FOR EDUCATIONAL RECORDS

Student's Name

Birthdate

Grade Level

Current / Previous School

School Phone Number

School Email Address

School Street Address

School City

State

Zip

In accordance with the federal regulations regarding the privacy rights of parents and students under the Family Educational and Privacy Act of 1974, the undersigned hereby consents to release to Riverside Christian Homeschool, all educational records (including statements of disciplinary action or disciplinary records) and other information as may be requested about the above-named individual. This includes any special services or special education reports in addition to other written or verbal information.

Signed (Parent or Guardian)

Date

TO THE PRINCIPAL OR RECORDS/GUIDANCE DEPARTMENT:

The above-named student has applied for admission to RCH. In order to complete this process, we request that the following items be sent to the address below, as soon as possible.

- ◇ Transcript and latest grades (including copies of report cards)
- ◇ Standardized test scores
- ◇ Any specialized testing results or placement in special programs
- ◇ All special education records or reports
- ◇ All disciplinary records or official statement of disciplinary action
- ◇ Any court documents

Susan W. Lemley

RCH Director Name (Print)

RCH Director Signature

Date

Attn: Program Director
Riverside Christian Homeschool
116 Riverside Lane
Fayetteville, TN 37334

or Email to:
susan.lemley@riversideumbrella.org