



Phoenix Metro Islamic School

Excellence in Islamic and Academic Education

125 E. 6th St. No. 7, Tempe, AZ 85281 Phone: (480) 829-1443 Fax: (480) 829-1501

REQUEST FOR RECORDS

Student Name	Student Date Of Birth
Student Record ID # or Social Security Number	Dates Student Attended The School Below From: To:

I hereby request that all records be sent as soon as possible to **Phoenix Metro Islamic School, 125 E. 6th St., No. 7, Tempe, AZ 85281**. The records should include:

- ◆ Classroom grades, report cards, testing scores
- ◆ Cumulative Folder
- ◆ Copy of Permanent Record Card
- ◆ Health/Medical Record
- ◆ Psychological/Psychiatric Record, Testing and Results
- ◆ Discipline Files
- ◆ Special Education Records
- ◆ Psycho educational Records
- ◆ Speech/Language/Audio logical Records
- ◆ Occupational/Physical Therapy Records
- ◆ Social Services Records
- ◆ Legal Records
- ◆ Gifted Education Records
- ◆ 504 Accommodation Plan
- ◆ Any other records pertaining to this student

School Name: _____

School Mailing Address: _____

Parent/Guardian Signature

Date

In accordance with the Family Educational Rights and Privacy Act of 1974 and Arizona State Law
Parent permission is no longer required if records are requested by authorized school personnel.