

**FULTON COUNTY SCHOOLS
ACADEMIC AND DISCIPLINARY RECORDS REQUEST FORM**

School Requesting Records: **River Trail Middle School
10795 Rogers Circle
Johns Creek, Georgia 30097
770/497-3860**

Student Name:

Last

First

Middle

Date of Birth:

Current Grade Level:

School System/District last attended:

Name of School last attended:

Address of School:

FAX Number:

I authorize the release of all academic and discipline records for the above-named student to the requesting school listed above. Please forward complete transcript, discipline records, immunization, Georgia FTE# (if applicable), and Special Education records (including IEP, psychological, and evaluation reports).

Parent or Legal Guardian Signature

Date

Student Signature

Date

Requesting School Official Signature

Date

Is the student currently on suspension or expulsion from another school or school system? YES NO

If yes, Reason(s):

Terms of Suspension

Has the student ever been convicted of a felony crime (armed robbery, aggravated assault or battery, rape, carrying a deadly weapon, felony drugs, kidnapping, arson, murder, hijacking, etc.)? YES NO

If yes – Date of Conviction

Offense(s) Committed

Name and Location of Court

Sentence Imposed

NOTE: A student may be withdrawn from school if false information is provided.

Georgia Law

If a transferring middle/high school student does not bring a certified copy of his/her academic transcript and disciplinary record from the school previously attended by the student, a new Georgia law (O.C.G.A. 20-2-670) provides “. . . a transferring student may be admitted on a conditional basis if he or she and his or her parent or legal guardian executes a document providing the name and address of the school last attended and authorizing the release of all academic and disciplinary records to the school administration . . .” and “. . . shall also disclose on the same document as the release whether the child has ever been adjudicated guilty of the commission of a designated felony act as defined in Code Section 15-11-87 and, if so, the date of such adjudication, the offense committed, the jurisdiction in which such adjudication was made, and the sentence imposed The student or his or her parent or legal guardian shall also disclose on the document whether the student is currently serving a suspension or expulsion from another school, the reason for such discipline, and the term of such discipline. If a student so conditionally admitted is found to be ineligible for enrollment pursuant to the provisions of Code Section 20-2-752, or is subsequently found to be so ineligible, he or she shall be dismissed from enrollment until such time as he or she becomes so eligible.”

The administration appreciates your assistance in complying with this state legal mandate.