



Tigard - Tualatin School District 23J
Deer Creek Elementary
16155 SW 131st. Street
Tigard, Oregon 97224
503-431-4450 • fax: 503-431-4460
<http://www.ttsd.k12.or.us/schools/dc/dc.html>

Request for Transfer of School Records
Solicitud de Transferencia de Archivos Escolares

Date of Request/Fecha de Solicitud

Student Name/Nombre del Estudiante

Date of Birth/Fecha de Nacimiento

Previous School/Escola Anterior

Previous School Address/Domicilio de Escuela Anterior

City/Cuidad State/Estado Zip Code/Codigo

Phone #/# de Telefono

Fax

Parent/Guardian Name /Nombre de Padre/Guardian

Relationship to Student/Relacion al Estudiante

Signature/Firma

The above student has enrolled in our school. Please transfer all education (i.e. Official School Cumulative Records, Transcripts, IEP, Speech etc.) records to the above address.

School Official Name:

Position:

Signature:

NOTICE TO PARENT: Your child's previous Oregon School is required to transfer all educational records to Tigard Tualatin School District. Should your child in the future be withdrawn and enrolled in another school his or her records will be forwarded to the new school district. You have the right to review and inspect your child's records and to request they be amended if you believe they are inaccurate or misleading. For complete information of your rights regarding your child's records, please refer to the Student Rights and Responsibility Handbook.