

# BRIDGEPORT EXEMPTED VILLAGE SCHOOL DISTRICT

55781 National Road, Bridgeport, Ohio 43912  
Phone: (740) 635-1713 Fax: (740) 635-6003

## REQUEST FOR RECORDS

### Please return to:

Bridgeport Elem/MS PK-6  
55707 Industrial Dr.  
Bridgeport, Ohio 43912  
Phone: 740-635-0853 Ext. 1011  
Fax: 740-635-6009  
Email: mary.lander@bridgeportschools.net

Bridgeport Middle School 7-8  
55707 Industrial Dr.  
Bridgeport, Ohio, 43912  
Phone: 740-635-0853 Ext. 1150 or 1151  
Fax: 740-635-6008  
Email: ashley.namack@bridgeportschools.net  
karen.thomas@bridgeportschools.net

Bridgeport High School  
55707 Industrial Dr.  
Bridgeport, Ohio 43912  
Phone: 740-635-0853 Ext.1150 or 1151  
Fax: 740-635-6008  
Email: ashley.namack@bridgeportschools.net  
karen.thomas@bridgeportschools.net

Student name

Grade

Date of birth

     This student is requesting open enrollment in our district. If enrolled we will inform you of the enrollment date.

     This student has enrolled in our school district effective \_\_\_\_\_ for the following reason:

     Parent/Guardian now resides in our district

     Open Enrollment

     Change in custody/residential parent

     Foster/Court placed in our district

     Grandparent Law (Power of Attorney on file)

     18 year old student

     Other – Specify: \_\_\_\_\_

Requesting records from: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Records Requested:

- √ Official administrative records (name, birthday, grade level completed, grades, retention and attendance record)
- √ Custody papers, birth certificate, medical/immunization records
- √ Test results (Ohio K-3 Diagnostic, Next Generation Assessment, and Ohio State Tests (EOC))
- √ Individualized Education Program (IEP), Multi-factored Evaluation (MFEL), Evaluation Team Report (ETR)
- √ 504 Plan (if applicable)
- √ Speech/Hearing/Language evaluation
- √ Reading Improvement/Monitoring Plan (RIMP)
- √ Ohio Test of English Language Acquisition (OTELA) or Ohio English Language Proficiency Assessment (OELPA)
- √ Grades at date of withdrawal
- √ Report card
- √ Transcripts
- √ SSID (Ohio School Only)
- √ Other: \_\_\_\_\_

*Please fax or mail records to the above requesting school.*

Administrative Signature