



Antelope Valley Learning Academy

Cumulative Record/Transcript Request/Special Education Records

In accordance with the Family Educational Rights and Privacy Rights Act of 1974 and California State Law, please release to the school named below all records including:

- _____ Cumulative Record
- _____ Health Records
- _____ Special Education records including: IEPs, ITP, BIPs, academic assessments, speech and language assessments, psychological evaluations, and any pertinent information.
- _____ Transcripts of completed work including grades to date
- _____ CELDT Scores and related ELL information
- _____ Any other educational information

Student Name

Date of Birth

Signature of Parent/Guardian of Student

Date

Name of last school attended

Address of last school attended

City, State, Zip of last school attended

Check here if NO previous school attended. _____
Signature of Requesting Registrar

For school personnel

Receiving registrar: Please complete the following in response to special education records. Please sign, date, and return either by FAX or by mail:

- We do not have the records you request in our files*
- We have not been able to locate the requested files, but our records indicate this student did receive special education services.*
- After viewing our records, it is determined that the above named student has not received special education services, nor has been identified as being eligible for special education services.*

Registrar Signature

Date

Please forward all student records to:
Antelope Valley Learning Academy
3145 W. Rancho Vista Blvd. Suite 'C'
Palmdale, CA 93551