

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 Elementary PK-4
55707 Industrial Dr.
Bridgeport, Ohio 43912
Phone: 740-635-0853 Ext. 1011
Fax: 740-635-6009
Email: darlene.baker@bridgeportschools.net
jessica.kuprowicz@bridgeportschools.net

Bridgeport Middle School 5-8
55707 Industrial Dr.
Bridgeport, Ohio, 43912
Phone: 740-635-0853 Ext. 1150 or 1151
Fax: 740-635-6008
Email: karen.thomas@bridgeportschools.net
kaylynn.yates@bridgeportschools.net

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

Special Education Records Requested

- ✓ Individualized Education Program (IEP)
- ✓ Multi-factored Evaluation (MFEL), Evaluation Team Report (ETR)
- ✓ Eligibility Committee Report
- ✓ 504 Plan (if applicable)

Please email, fax or mail records to the above requesting school.

Administrative Signature

*According to Federal Regulations – Family Educational Rights and Privacy Act (Buckley Amendment), dated 6/1/1976, it is not necessary to obtain written consent to release records for the purpose of enrolling in school or for the purpose of transfer of records between schools.

Rev 06/07/2022