

RELEASE OF STUDENT RECORD

The purpose of sharing information is to better inform those who work with students, so that they may provide the best educational programs and services.

Horizon School Division is requesting the release of the student record for:

Student Date of Birth

School

From:

Name of School Jurisdiction/System

Please Forward to:

Address: _____

Phone: _____

Fax: _____

I understand that the information is confidential and that the information is protected as outlined by the Freedom of Information Privacy and Protection Act.

Principal's Signature

Date

*In accordance with the Alberta Education Student Record Regulations,
"the student record of a student must contain all information affecting the
decisions made about the education of the student that is collected or maintained
by a board, regardless of the manner in which it is maintained or stored" [2(1)]*

*"if a student transfers to another school in Alberta, the board from which the student transfers
shall, on receipt of a written request from that school, send the original student record" [8(1)]
"if a student transfers to a school outside Alberta, the board from which the student transfers
shall, on receipt of a written request from that school, send a copy of the student record" [8(2)]*

HORIZON SCHOOL DIVISION

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