

**St. Francis Xavier Catholic School**  
**200 North Washington Street**  
**Junction City, KS 66441**  
**Office 785-238-3841 Fax 785-238-5021**  
[office@saintxrams.org](mailto:office@saintxrams.org)

**Parent Authorization for Release of Records**

\_\_\_\_\_ has enrolled at St. Francis Xavier Catholic School. St. Francis Xavier Catholic School has requested the following documents be forwarded to the Registrar.

\_\_\_\_\_ Cumulative Folder

\_\_\_\_\_ Transcript

\_\_\_\_\_ Assessments

\_\_\_\_\_ Health Records

\_\_\_\_\_ Individual Learning Plan (IEP) / 504 Plan

\_\_\_\_\_ Date of Entrance

\_\_\_\_\_ Date of Exit

\_\_\_\_\_ **Any records that resulted in the student's suspension or expulsion from your school for the previous three years and a key to the specific codes.**

\_\_\_\_\_ **If the student left before the close of a semester, please send the student's grades and list the subjects he/she was taking prior to the date of leaving.**

Public Law 93-380, regarding the "Release of School Records" has been modified by SB 182, Article 5, and Privacy of Pupil Records, 10947, which reads:

A school district is not authorized to permit access to public records to any person without parental consent or under judicial order except that: (a) Access shall be permitted to the following: Officials and employees of other public schools or school systems including local, County or state correctional facilities where educational programs leading to high school graduation are provided. Or where the public intends to or is directed to enroll, subject to the rights of parents is provided in Section 10939.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
(Parent, Guardian, Eligible Student or Authorized Official)

LAST SCHOOL ATTENDED \_\_\_\_\_