



# KENAI PENINSULA BOROUGH SCHOOL DISTRICT

## Chapman School



### Request for Student Records

Attn: Registrar/Records Secretary

Date: \_\_\_\_\_

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The below named student has recently enrolled at (enter school name here).

Name: \_\_\_\_\_

Birthdate: \_\_\_\_\_

Grade: \_\_\_\_\_

Name: \_\_\_\_\_

Birthdate: \_\_\_\_\_

Grade: \_\_\_\_\_

**Please send any or all of the paperwork listed below that is applicable to the above named student to:**

Chapman School  
 PO Box 1109, Anchor Point, AK 99556  
 Phone: 907-235-8671 / Fax: 907-235-5460  
[dpoindexter@kpbsd.k12.ak.us](mailto:dpoindexter@kpbsd.k12.ak.us) (Debbie Poindexter)

- Cumulative Health Information with current immunization record
- Birth Certificate
- Transcripts, academic progress reports, and report cards of all grades and credits
- Test scores \_\_\_\_\_
- Current IEP
- Goals and/or Objectives and Current Progress Reports
- Most Current Eligibility (Certification) Report
- Most recent psychological evaluation
- Current related services reports
- Physician's verification of Certification for Health Impaired, Orthopedic Impaired, or Traumatic Brain Injury
- Consent for placement
- 504 Plan
- Behavior Plan
- Child Outcome Survey form