



# Peace Terrace Academy

33330 Peace Terrace ~ Fremont, CA 94555 ~ Phone: (510) 477-9946 ~ Fax: (510) 477-9963

## Transcript Request Form

### Exchange of Information

A school district may permit access to pupil records to any person for whom the parent of the pupil has give written consent specifying the party or class of parties to whom the records may be released. The recipient must be notified that the transmission of the information to others without the written consent of the parent is prohibited. The consent notice shall be permanently kept with the record file.

**California State Education Code, Section 49075**

**Last School Attended:**

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

\_\_\_\_\_  
School Name

\_\_\_\_\_  
School Address

\_\_\_\_\_  
City, State, Zip

**We appreciate receiving all of the following confidential information on the pupil named below:**

Psychological	A Transcript of Grades
Health Records	Test Results
Special Education Records	Cumulative Records
Educational Records	Others

**I authorize the exchange of information between the above agency or school regarding:**

Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_ Last Grade Completed: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Your cooperation and quick response to this request is greatly appreciated**

The above confidential information has been requested by:

Peace Terrace Academy  
33330 Peace Terrace  
Fremont, CA 94555