**STATE AGENCY DOCUMENTATION FORM**

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| DATE | AGENCY | AGENT NAME/BADGE | COURT ORDER NUMBER | INFORMATION REQUESTED  *(Please check off all that apply. If other, please specify.)* | INFORMATION PROVIDED BY SCHOOL *(Please include the date information is released and name of school official releasing information.)* | LEGITIMATE EDUCATIONAL PURPOSE FOR ACCESSING INFORMATION | PARENTS NOTIFIED  If Applicable (DATE/TIME) |
|  | Agency:  \_\_\_\_\_\_\_\_\_\_\_\_\_  Contact Information:  # \_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_ | Please Print:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | * Attendance Records * Schedule * Discipline/Behavior Records * Grade Report * Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | * Attendance Records * Schedule * Discipline/Behavior Records * Grade Report * Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date Released:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
|  | Agency:  \_\_\_\_\_\_\_\_\_\_\_\_\_  Contact Information:  # \_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_ | Please Print:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | * Attendance Records * Schedule * Discipline/Behavior Records * Grade Report * Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | * Attendance Records * Schedule * Discipline/Behavior Records * Grade Report * Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date Released:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
|  | Agency:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_  Contact Information:  # \_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_ | Please Print:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | * Attendance Records * Schedule * Discipline/Behavior Records * Grade Report * Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | * Attendance Records * Schedule * Discipline/Behavior Records * Grade Report * Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date Released:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |