

Andover USD 385

Cottonwood Elementary

1747 N. Andover Rd.
Andover, KS 67002
Phone: (316) 218-4620
Shari Rooks, Principal

REQUEST FOR RECORDS

Please send all records* for the following student(s) to
Cottonwood Elementary.

Student(s): _____ Grade: _____

Former School: _____

Address: _____
Street City State Zip

Parent Signature: _____ Date: _____

Parental permission is no longer required when records are requested by authorized school personnel. (Family Education Rights and Privacy Act, Final Rule on Education Records, Federal Register, June 17, 1976, Vol. 41, No. 118, page 24673).

*Transcript of Grades
Cumulative Records
Special Education Records

Test Results
Psychological Tests

Immunization Records
Health Assessment Records



Where we start at the roots, grow and leave.