

School Records Request

Please return to CRMS and we will submit on your behalf.



Camden Rockport Middle School
34 Knowlton St
Camden ME 04843
crms.fivetowns.net

Name of school transferring from:	Phone:	
Address:	Fax/Email:	
<p>To whom it may concern:</p> <p>The student(s) listed below recently registered at our school. Please send us all available records as indicated below. If records are housed in different locations (i.e. Special Education office, School Health office) please forward this request to them as well. Thank you for your prompt assistance.</p> <p>The following records are requested:</p> <ul style="list-style-type: none">• MEDMS State I.D. number: _____• All appropriate educational records (transcript of grades, standardized test results, counseling records, attendance, copy of birth certificate, etc.)• Special Education Records (PET minutes, Individual Educational Plan (IEP), 504 Plan, evaluations, educational, psychological, speech/language, hearing, social work assessments, occupational/physical therapy, S.A.T. recommendations etc.)• *Health Records (including immunization records) <i>Parental Consent Required</i>• Disciplinary Records (including suspension/expulsion information)		
Student(s):	Grade(s):	Date Last Attended:
Parent/Guardian Name:		
Signature:	Date:	
<p><i>*Per Maine School Law, parental consent is not required to request/provide student education records, but for health records.</i></p> <p><i>This request is in accordance with Chapter 125: Basic Approval Standards Section 12 (Records & Reports):</i> <i>"Upon request of the parent or school officials, a student's educational records including special education records, shall be forwarded to any school in which the student is enrolled or is intending to enroll."</i></p>		
Send Records to:	Or Email to:	
Camden Rockport Middle School 34 Knowlton Street Camden ME 04843 Attn: Registrar	alicia.martin@fivetowns.net	