

## TRANSFER OF RECORDS REQUEST

{Wis. State Statute 118.125(4)}

MCPASD STUDENT INFORMATION:		
STUDENT LAST NAME:	STUDENT FIRST NAME:	DATE OF BIRTH:
ADDRESS:	CITY, STATE, ZIP:	OCCUPANCY DATE:
DATE OF ENROLLMENT IN MCPASD:	SCHOOL OF ATTENDANCE IN MCPASD:	GRADE / SCHOOL YEAR:

PREVIOUS SCHOOL TO OBTAIN RECORDS FROM:	
SCHOOL NAME:	SCHOOL DISTRICT:
SCHOOL ADDRESS:	SCHOOL CITY, STATE, ZIP
SCHOOL PHONE NUMBER:	SCHOOL FAX NUMBER:

RECORDS REQUESTING FROM PREVIOUS SCHOOL	
✓ BEHAVIORAL RECORDS {118.125(1)(a)}	✓ PROGRESS RECORDS {118.125(1)(cm)}
✓ PROGRESS RECORDS {118.125(1)(c)}	✓ HEALTH RECORDS AND IMMUNIZATIONS

ADDITIONAL RECORDS REQUESTED, IF APPLICABLE	
✓ GRADES IN PROGRESS	✓ CREDITS REQUIRED FOR GRADUATION
✓ GRADING SCALE USED	✓ WIAA ATHLETIC PERMIT CARD
✓ CURRENT IEP, LAST EVALUATION, CONSENT FOR EVALUATION AND CONSENT FOR PLACEMENT	✓ WIAA ELIGIBILITY VERIFICATION

SIGNATURE OF PARENT/GUARDIAN (not required)	
Signature of Parent / Legal Guardian:  ➤	Date Signed:

SIGNATURE OF MIDDLETON-CROSS PLAINS EMPLOYEE REQUESTING RECORDS	
Signature:  ➤	Date Signed:

SEND RECORDS TO (CHECK ONE):
------------------------------

<input type="checkbox"/> <b>ELM LAWN ELEMENTARY SCHOOL</b> 6701 Woodgate Road Middleton, WI 53562 FAX: (608) 831-4470 Phone: (608) 829-9070 Attn: Building Secretary	<input type="checkbox"/> <b>NORTHSIDE ELEMENTARY SCHOOL</b> 3620 High Road Middleton, WI 53562 FAX: (608) 831-1355 Phone: (608) 829-9130 Attn: Building Secretary	<input type="checkbox"/> <b>PARK ELEMENTARY SCHOOL</b> 1209 Park Street Cross Plains, WI 53528 FAX: (608) 798-4943 Phone: (608) 829-9250 Attn: Building Secretary	<input type="checkbox"/> <b>SAUK TRAIL ELEMENTARY SCHOOL</b> 2205 Branch Street Middleton, WI 53562 FAX: (608) 828-1678 Phone: (608) 829-9190 Attn: Building Secretary
<input type="checkbox"/> <b>SUNSET RIDGE ELEMENTARY SCHOOL</b> 8686 Airport Road Middleton, WI 53562 FAX: (608) 827-1805 Phone: (608) 829-9300 Attn: Building Secretary	<input type="checkbox"/> <b>WEST MIDDLETON ELEMENTARY</b> 7627 W. Mineral Point Rd Verona, WI 53593 FAX: (608) 829-1147 Phone: (608) 829-9360 Attn: Building Secretary	<input type="checkbox"/> <b>GLACIER CREEK MIDDLE SCHOOL</b> 2800 Military Road Cross Plains, WI 53528 FAX: (608) 798-5425 Phone: (608) 829-9420 Ext 9428 Attn: Guidance Office	<input type="checkbox"/> <b>KROMREY MIDDLE SCHOOL</b> 7009 Donna Drive Middleton, WI 53562 FAX: (608) 831-8388 Phone: (608) 829-9530 Attn: Guidance Office
<input type="checkbox"/> <b>MIDDLETON HIGH SCHOOL</b> 2100 Bristol Street Middleton, WI 53562 FAX: (608) 831-1995 Phone: (608) 829-9917 Attn: Guidance Office	<input type="checkbox"/> <b>CLARK STREET COMMUNITY SCHOOL</b> 2429 Clark St Middleton, WI 53562 FAX: (608) 831-5160 Phone: (608) 829-9640	<input type="checkbox"/> <b>21<sup>ST</sup> CENTURY ESCHOO</b> 2429 Clark St Middleton, WI 53562 FAX: (608) 831-5160 Phone: (608) 829-9648	<input type="checkbox"/> <b>DISTRICT ADMINISTRATIVE CENTER            STUDENT SERVICES &amp; 4K</b> 7106 South Avenue Middleton, WI 53562 FAX: (608) 836-1536 Phone: (608) 829-9006