

**SETON CATHOLIC SCHOOL  
7597 BURDS ROAD  
PEOSTA, IOWA 52068  
563-556-5967  
Fax 563-556-7579**

**Principal: Eric Meyer**

**REQUEST FOR RELEASE OR TRANSFER OF SCHOOL RECORDS**

**TO:** \_\_\_\_\_  
Name of Previous School Attended

\_\_\_\_\_  
Street Address / P.O. Box Number

\_\_\_\_\_  
City / State / Zip

Dear Principal,

The student(s) listed below have enrolled in our school district. Please send us transcripts of the work done in your school to assist us in the placement and evaluation of this student. Also include the child's immunization and health records, cumulative folder, special education records, and any other pertinent information. Any information submitted will be held in strict confidence.

Student name(s):

\_\_\_\_\_ Grade \_\_\_\_\_ Birth date \_\_\_\_\_  
\_\_\_\_\_ Grade \_\_\_\_\_ Birth date \_\_\_\_\_  
\_\_\_\_\_ Grade \_\_\_\_\_ Birth date \_\_\_\_\_

Please forward records and medical information to:

Eric Meyer, Principal  
Seton Catholic School  
7597 Burds Road  
Peosta, IA 52068

Signatures:

Parent / Legal Guardian \_\_\_\_\_ Date \_\_\_\_\_

Authorized School Personnel \_\_\_\_\_ Date \_\_\_\_\_