

PROPHETSTOWN-LYNDON-TAMPICO CUSD #3

79 Grove St
Prophetstown, Il. 61277
Phone 815-537-5101 Fax 815-537-5102

FOR NEW STUDENTS ONLY:

Prophetstown High School
Kevin Parker, Principal
Kelly Preston, Counselor
Phone: 815-537-5161
Fax: 815-537-5162

To Whom It May Concern:

The following child(ren) have enrolled in our school: (Legal Name - First, Middle, Last)

1. _____ 2. _____ 3. _____
First, Middle, Last First, Middle, Last First, Middle, Last

School Child Last Attended: _____

School Address: _____

School Phone: _____

Please send the following requested items:

- Permanent Records, including Birth Certificate Verification, Grades & Attendance, Achievement (testing) Scores, Official Transcript and withdrawal grades
- Health Records, including immunizations, school physicals (Kindergarten, sixth (fifth), ninth) and athletic physicals
- Special Education Assessment – PLEASE INCLUDE IEP RECORDS
- Speech and Other Records Pertaining to Special Services

We would appreciate having this information forwarded as quickly as possible. If you have any questions, please feel free to contact me at 815-537-5161.

**Please mail records to: Prophetstown High School
ATTN: Registrar
310 West Riverside Drive
Prophetstown, IL 61277**

Thank You for your cooperation.

I hereby give my permission for the records of the above names child(ren) to be sent to the Prophetstown High School in Prophetstown, IL.

Signature of Parent/Guardian

Date

According to Title 23, Subchapter K, Part 375: Student records, of West's Illinois Administrative Code, dated June 5, 1998, it is not necessary to obtain written consent to release records between schools. It states that school officials, including teachers within the educational institution and officials of other schools in school systems in which the student may intend to enroll, may receive a student's record without a written consent for such release.