



SAINT CATHERINE CATHOLIC SCHOOL
 2835 Kenilworth Blvd / 747 S. Franklin St. • Sebring, FL 33870
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Fr. Jose Gonzalez
 Pastor
frjose@stcath.org

Dr. Christine Higgins
 Principal
higgins@stcathschool.org

REQUEST FOR OFFICIAL STUDENT RECORDS

School: _____

Fax or Email: _____

Phone Number: _____

Student Name: _____

DOB: _____

Parents/Guardian Signature: _____ Date: _____

Information Request

- Official Records / Transcript (Including: Attendance, grades/levels, class rank)
- Report Card (most current/final)
- Standardized Achievement Tests (SAT, TerraNova, etc.)
- Special Education Records (IEP, 504 Plan, etc.)
- Behavior/Discipline/Conduct Report.
- Teacher/Counselors/Staff Observations.
- Psychological or Psychiatric Report.
- Athletic/Sport Physical Exams.
- Health Physical Exam.
- Immunization Record.
- Birth Certificate (Copy)
- Social Security Card (Copy)

Requested by: Margarita Mendez **Date:** _____

Please fax or email to: 863-385-7310 or mendez@stcathschool.org

Request # 1: _____ **Request # 2:** _____ **Request # 3:** _____