

# BRIARWOOD ELEMENTARY

Home of the  
Huskies



Jason Kupchella  
Principal

## STUDENT RECORD REQUEST

SCHOOL: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

DATE: \_\_\_\_\_

The following students have enrolled in our school. Please forward all health records, grade transcriptions, special education records and cumulative folders pertaining to these students.

Student Name	Grade	Date of Birth
_____	_____	_____
_____	_____	_____
_____	_____	_____

Thank you for your prompt attention to the above request.

Jason Kupchella, Principal

*Parental permission is no longer required when records are requested by authorized school personnel (Family Educational and Privacy Act, Final Rule on Educational Records, Federal Register, June 17, 1976. Vol 41, No 118, Page 24673*

265 Lovers Lane  
Bowling Green, KY 42103  
Phone: (270) 782-5554  
Fax: (270) 746-9264

The Warren County Schools do not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in the employment or the provision of services. Any and/or all questions or issues related to discrimination policies, procedures or practices are to be directed to the Office of Superintendent, Warren County Public Schools, P.O. Box 51810, Bowling Green, KY 42102, 1-270-781-5150