

Brunswick School Department
46 Federal Street, Brunswick ME 04011
207-319-1900

AUTHORIZATION FOR RELEASE OF RECORDS/INFORMATION

Former School Information

Name of School: _____

Street Address: _____

Town: _____ State: _____ Zip: _____

has enrolled in the _____ grade at Brunswick High School Brunswick Junior High School
 Coffin School Harriet Beecher Stowe School

Please send the following records. If any records pertaining to this student are not kept at this school, please notify the appropriate person of this request:

- all academic records/student transcripts
- all special education records, including most recent I.E.P.
- all health records
- Title I records
- any records of psychological testing, other testing, and/or confidential reports which may be kept in another location
- Maine Education Data Management System (MEDMS) ID number _____
- date of withdrawal

Thank you for your prompt attention to this request.

Records Release Form

To The Sending School for _____
(name of student)

For the above-named student, I authorize the release from its records to, or to receive from, the agency/person/school named above, complete school records, including academic, special education, health records, test results, and all confidential or other pertinent information to:

- Brunswick High School: 116 Maquoit Rd., Brunswick ME 04011
207-319-1910/fax at 207-798-5515
- Brunswick Junior High School: 65 Columbia Ave., Brunswick ME 04011
207-319-1930/fax at 721-0602
- Coffin School: 20 Barrows St., Brunswick ME 04011
207-319-1950/fax at 207-725-1704
- Harriet Beecher Stowe School, 44 McKeen St., Brunswick ME 04011
207-319-1960/fax at 837-6941

Parent/Guardian Signature

Date