



VERNON TOWNSHIP SCHOOL DISTRICT  
RELEASE OF RECORDS FORM

Vernon High School-  
1832 County Rd 565, Glenwood, NJ 07418

Glen Meadow Middle School-  
7 Sammis Rd, Vernon, NJ 07418

Lounsberry Hollow School-  
30 Sammis Rd, Vernon, NJ 07462

Rolling Hills School-  
60 Sammis Rd, Vernon, NJ 07418

Cedar Mountain School-  
17 Sammis Rd, Vernon, NJ 07462

Walnut Ridge School-  
625 County Rd 517, Sussex, NJ 07461

Date \_\_\_\_\_

School Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

To Whom It May Concern:

We would appreciate you sending us the academic, test(s)/assessment(s), grades in progress at time of leaving, and health records, which will assist us in the evaluation and placement of the following student (s):

Name \_\_\_\_\_ Grade \_\_\_\_\_ Date Enrolled \_\_\_\_\_

Name \_\_\_\_\_ Grade \_\_\_\_\_ Date Enrolled \_\_\_\_\_

Upon sending us the records of the above named student (s), please notify us as to whether or not there are any Child Study Team records available.

Name \_\_\_\_\_ Grade \_\_\_\_\_ Date of IEP \_\_\_\_\_

Thank you for your assistance.

**Authorization to release student's records:**

I have enrolled my child(ren) \_\_\_\_\_ in the Vernon District and authorize you to release the records listed above so that we may plan a program for the student(s).

Parent/Guardian Signature

Date