



LAKE OF THE WOODS
School

PO Box 310 • 236 15th Ave. SW • Baudette, MN 56623
218-634-2510 • Fax: 218-634-2750
Jeff Nelson, Superintendent / Elementary Principal
Mary Merchant, High School Principal

Fax To: _____

Fax From: Lake of the Woods School 218-634-2750 or
Email to Tracy Cook: tracy_c@lakeofthewoodsschool.org

Authorization for Release of Student Records

Student Name: _____

Birth date: _____ Current Grade: _____

Date enrolled at
Lake of the Woods: _____

Previous School Attended: _____

School Address: _____

Please release school records of the above named student, including the following:

- Attendance records
- Academic records including a copy of his/her transcript
- Special Education records including "Individual Education Plans"
- 504
- Results of Minnesota Graduation Standard math, reading and writing exams
- Information regarding the placement of Graduation Standards
- Health records including immunization dates
- MARSS number
- Birth Certificate
- Copy of his/her most recent athletic physical and extracurricular eligibility or ineligibility records

If you have any questions, please feel free to call. Thank you for your assistance.

Tracy Cook
Lake of the Woods School Secretary
tracy_c@lakeofthewoodsschool.org
218-634-2510 ext 1421