

West Houston Charter School

Mrs. Brenda Davidson

Principal

5618 Eleventh Street
Katy, Texas 77493-1971

Phone: 281-391-5003

www.westhoustoncharter.org



Fax: 281-391-5010

CONSENT TO RELEASE/REQUEST CONFIDENTIAL INFORMATION

PARENT: The following information MUST BE COMPLETED IN FULL in order to request your student's records:

STUDENT'S NAME _____ DOB _____

SS # _____ Sex _____ Grade _____

School (last attended) _____

School District _____

School Address _____

School Phone _____ School Fax _____

I hereby authorize the release of specified records (listed below) containing confidential information regarding the student named above to West Houston Charter School and WHCS has permission to release my student's permanent records to another school upon my request.

Signature of Parent/Guardian

Date

To be filled out by WHCS

TO: _____ **School**

Please mail or fax the following records to:

Registrar

West Houston Charter School

5618 Eleventh Street

Katy, Texas 77493-1971

Fax: 281-391-5010

Records Requested:

_____ Educational Transcripts

_____ Report Cards

_____ All Test Records

_____ Attendance Records

_____ Birth Certificate

_____ 504 Records

_____ Discipline Records

_____ Immunization Records

_____ Special Education Records

_____ Home Language Survey

_____ Social Security Card

_____ Other _____