



www.balboaschool.com

525 Hawthorn Street, San Diego, CA 92101 Ph: 619-298-2990 • Fax: 619-295-8886

REQUEST FOR RECORDS

Name of School: _____ Fax Number: _____

The student below has enrolled in Balboa City School.

Student Name: _____

Date of Birth: _____

Please circle special programs:

Seminar Gate Cluster 504 Plan Special Ed ESL Other: _____

Please send the following:

- Transcript
- Exit grades upon leaving
- Health records
- Discipline records
- California High School Exit Exam (CAHSEE) results
- IEP
- Assessments
- Other _____

Please send copies to:
Balboa City School
Attn: Monica Castro
525 Hawthorn Street
San Diego, CA 92101
Attn: Registrar

Parent Signature: _____ Date: _____