



*Innovation • Inspiration • Excellence for All*

DATE: \_\_\_\_\_

TO: \_\_\_\_\_

\_\_\_\_\_

(School District)

RE: **RELEASE OF STUDENT RECORDS**

One Larkin Center  
Yonkers, New York 10701  
Tel. (914) 376-8050  
Fax (914) 376-8021  
[studentenrollment@yonkerspublicschools.org](mailto:studentenrollment@yonkerspublicschools.org)

**Dr. Edwin M. Quezada**  
Superintendent of Schools

**Dr. Fenix Arias**  
Division of Non-Instructional Services  
BOE Liaison to City of Yonkers  
(Finance, HR, Legal Counsel, IT)

**Roberto A. Scanga**  
Student Enrollment Administrator

Please be advised that \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_, is enrolling into the Yonkers Public School for the \_\_\_\_\_ school year. Please forward scholastic grades, test scores, IEP, health records and attendance records, along with any other school information for the above named student.

Thank you for your assistance concerning this matter. If you have any questions, please contact Student Enrollment at (914) 376-8050 / (914) 376-8091.

I hereby grant permission for release of records for the above named student.

\_\_\_\_\_

Parent/Guardian Signature

*Yonkers Public Schools treats this electronic signature like an official handwritten signature.*

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_

Date

Revised – 10/16/2020