St. Louis Language Immersion Schools
The Spanish School: 4011 Papin Street, St. Louis, MO 63110
The French School, The Chinese School, The International School: 3740 Marine Avenue, St. Louis, MO 63118
Main phone: 314.533.0975 / Main fax: 314.533.0974 / www.sllis.org

Student Name (Last, First): _____ School Year: _____

Request for Records

(Only for children entering 1st grade or above, or children with an IEP, 504 plan, or designated as Limited English Proficient or ELL)

This student has submitted enrollment papers to St. Louis Language Immersion Schools.
Please provide the following records to complete their cumulative file:

- Health records
- Primary language
- Standardized test scores
- Special education reports: IEPs, 504 plans, Evaluations, Re-evaluations
- Report cards
- Attendance records
- Discipline records

The State of Missouri requires that any school district that receives a records request respond within five business days of receipt.

Please send the above records to:

registrar@sllis.org
St. Louis Language Immersion Schools- Enrollment
4011 Papin Street
St. Louis, MO 63110
Phone: 314.533.0975 x2906
Fax: 314.533.0974

_____
Sending School Name

_____
School Address City State Zip

_____
School Phone Number School Fax Number

To: School Records Clerk

Student's Name:_____

Date of Birth: _____

ID# (if available):_____

Current Grade: _____

Parent/Guardian Signature:_____ Date: _____
Your signature grants the sending school permission to forward your child's school records to St. Louis Language Immersion Schools.

DEPT: *ENROLLMENT*