

**ELEMENTARY SCHOOL PERMANENT RECORD CARD FOR \_\_\_\_\_**

(NAME AND ADDRESS OF SCHOOL)

Oregon Administrative Rule 581-021-0250 requires that this record be kept in a minimum one-hour fire-safe file or a duplicate stored in a safe depository outside the building. Items that are in ALL CAPS are required elements of the permanent record. Items that are in Upper and Lower case are optional. This record should be transferred upon request from a student's new school.

FULL LEGAL NAME OF STUDENT (LAST, FIRST, MIDDLE)		Other Names Commonly Used	
SOCIAL SECURITY # with appropriate permission	Birth Certificate Presented <input type="checkbox"/> Yes <input type="checkbox"/> No	PLACE OF BIRTH	DATE OF BIRTH

Student's Complete Address \_\_\_\_\_ Home Phone \_\_\_\_\_

Place a  in the box indicating who student lives with

{	<input type="checkbox"/> FATHER'S NAME _____	Home Phone _____
	<input type="checkbox"/> MOTHER'S NAME _____	Day Phone _____
	<input type="checkbox"/> GUARDIAN _____	Day Phone _____

**SUBJECTS TAKEN, MARKS RECEIVED:**

School Year	Grade	DAYS PRESENT	DAYS ABSENT	Reading	Language	Spelling	Handwriting	Social Studies/ Citizenship	Arithmetic	Science	Health Education	Physical Education	Music	Art				Promoted or Retained	Teacher Reporting	County	District No.

C—Commendable    E—Excellent    Explain other grading symbols here:  
 S—Satisfactory    S—Satisfactory  
 N—Needs Improving    U—Needs Improving

PREVIOUS SCHOOL INFORMATION				CURRENT SCHOOL INFORMATION	
Date		NAME OF SCHOOL	LOCATION	DATE OF ENTRY	DATE OF WITHDRAWAL
From	To			Reason for leaving	

Note: Test results may be recorded on the back side of this card or on a separate document.