



**DEPARTMENT OF DEFENSE**  
DOMESTIC DEPENDENT ELEMENTARY AND SECONDARY SCHOOLS  
C. C. PINCKNEY ELEMENTARY SCHOOL  
5900 CHESNUT ROAD  
COLUMBIA, SOUTH CAROLINA 29206  
Telephone (803) 787-6815 Fax (803) 790-2169

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**CONSENT/REQUEST FOR RELEASE OF CONFIDENTIAL RECORDS**

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Student's Name: \_\_\_\_\_  
(Last, First Middle)

Date of Birth: \_\_\_\_\_

Student ID/SSN#: \_\_\_\_\_

Current Grade: \_\_\_\_\_

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Previous School: \_\_\_\_\_

Previous School Address: \_\_\_\_\_  
(City, State & Zip code)

Previous School Phone: \_\_\_\_\_

Previous School Fax: \_\_\_\_\_

Grades Attended: \_\_\_\_\_ to \_\_\_\_\_

Dates Attended: \_\_\_\_\_ to \_\_\_\_\_

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Records to be released:

- Academic Records
- Attendance Records
- Test Information
- Medical Records
- Copy of Record Card
- Special Education Records (IEP)
- Other

Please Fax or Mail to:

C.C. Pinckney Elementary School  
Attention: School Secretary  
5900 Chesnut Road  
Columbia, SC 29206  
Phone: (803) 787-6815  
Fax: (803) 790-2169

\_\_\_\_\_  
Signature of Sponsor/Parent/Guardian

Office Use Only:

Date Faxed: \_\_\_\_\_ By: \_\_\_\_\_

Date Faxed: \_\_\_\_\_ By: \_\_\_\_\_

Other: \_\_\_\_\_