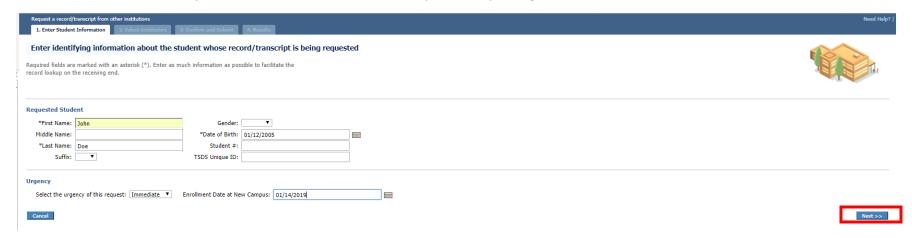
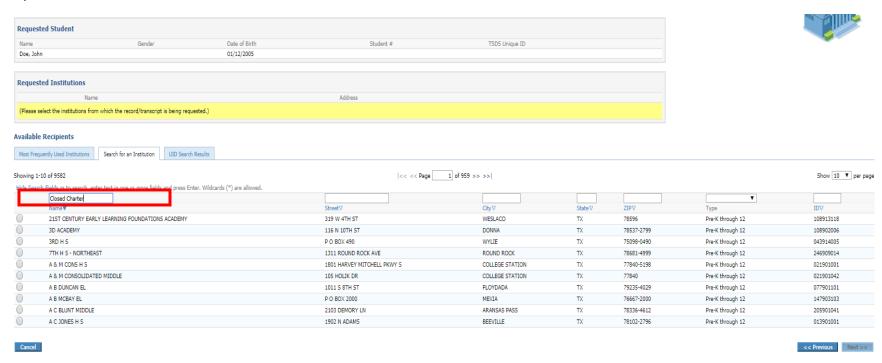
Requesting Records from a Closed Charter School



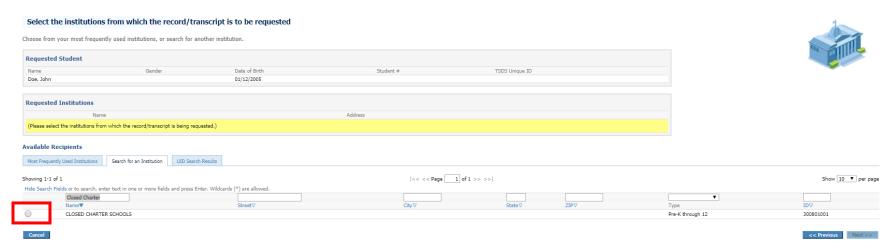
Enter as much information as you have about the student for whom you are requesting records. Click Next.



If you know that the student last attended a Charter School that is closed, in the search box enter "Closed Charter" and hit enter.



"Closed Charter Districts" will populate in the institution area. The County District Campus number will always be 300801001. Select this school and click next.



You are now ready to enter an optional message and send the request to Closed Charter Schools for fulfillment.