

NEW MEXICO SCHOOL FOR THE ARTS  
HIGH SCHOOL

**STUDENT RECORD TRANSFER POLICY**

New Mexico School for the Arts (the “School”), is a New Mexico public, statewide, residential, state chartered high school for students with exceptional promise in the arts.

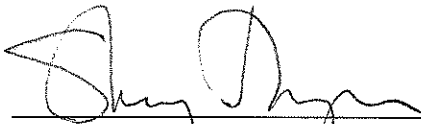
When a student withdraws to enroll in another school and upon receipt of records request from the new school, the following records (if applicable) are forwarded: continuous record of academic progress; health data sheet with health notes; special education records; 504 Plan; individual remediation plan; individual health plan/emergency plan; attendance reports; standardized test results/state testing results; indicator of grades and credits received from other schools (if applicable); listing of disclosure and transfer of student records; relevant legal documents and documentation of suspensions and expulsions.

The School will withhold release of a student’s records if the parent has an outstanding balance for unpaid fees.

This Student Record Transfer Policy was adopted by resolution of the Governing Council of the School, effective as of May 5, 2015.

NEW MEXICO SCHOOL FOR THE ARTS

ATTEST;



SHERRY THOMPSON, Chair  
of the Governing Council



PAULA TACKETT, Secretary  
of the Governing Council

Legal Reference: NMAC 6.29.1.9

Student Record Transfer Policy  
Adopted: 5/5/15