



CADDO PARISH SCHOOL BOARD

POST OFFICE BOX 32000 · 1961 MIDWAY STREET · SHREVEPORT, LOUISIANA 71130-2000
AREA CODE 318 · Telephone 603-6300 · Fax 631-5241

Theodis Lamar Goree, Ph.D.
Superintendent

To Whom It May Concern:

If a third-party individual or agency is requesting a high school record on behalf of a student, past or present, a signed statement authorizing the release of information, and a copy of the student's driver's license or state issued identification must be included with the request. E-signatures are not acceptable.

I, _____ (please print), consent for the Caddo Parish School Board Records Department to release my high school diploma and/or transcript to the following individual:

Recipient Name _____ (please print)

Address _____ (please print)

Phone Number _____ (please print)

Signature of Person Authorizing Release of Information
(E-signatures are not acceptable)

Date

Sincerely,

A handwritten signature in cursive script that reads "Erin Redden".

Erin Redden, School Support
Caddo Parish Public Schools
1961 Midway
Shreveport, LA 71108
318.603.6515
earedden@caddoschools.org