

To Tremont High School Withdrawn Students or Graduates,

Tremont High School hereby informs you of your right to review and retain the contents of your temporary and/or permanent files which contain, but are not limited to: transcripts, test scores, attendance records, health and dental records, attendance and discipline records, transfer records, and demographic information.

Please notify the High School office for your right to inspect these records and/or retain copies. The paper copies of temporary and permanent files are required to be kept for 5 years following graduation. After that time, the hard copies of both are destroyed, with digital copies of the permanent files retained at the school for 60 years, as required by law.

If you have any concerns or questions regarding the contents of this notification, please don't hesitate to call or email the high school office.

Respectfully,

Jill Uhlman

High School Principal