

Chagrin Falls Exempted Village Schools

400 East Washington Street

Chagrin Falls, OH 44022

Optional Student Directory Update Form

Child's Last Name	First Name	Current Grade

A directory of Chagrin Falls students is printed annually and is available for purchase at the beginning of each school year. These directories are for the private use of Chagrin Falls students, parents, and staff members. **The directory currently contains some information that is no longer correct. If you have incorrect information in the current directory and would like your updated information included, we ask that you complete this form and return it to the Pupil Services Office at 400 East Washington Street, Chagrin Falls, OH 44022.**

If you have moved and have not notified the school previously, you will also need to complete a Change of Address Form and provide appropriate documentation to the Pupil Services Office in order for us to update the official district student database . The Change of Address Form is available on the form download section of the District Website at www.ChagrinSchools.org.

Mother/Guardian's Name	Phone
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Address		
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City	State	Zip
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Father's Name	Phone
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Address		
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City	State	Zip
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I would like the above information to appear in the Chagrin Falls School Directory*.

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Parent Signature	Date
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* Please note your authorization allows the information to be printed in the directory on an annual basis.

Email address for Directory question contact purposes only - will NOT be printed in Directory.

Return completed form by August 10th to:
Office of Pupil Services - Directory Update Form
Chagrin Falls Schools
400 East Washington Street
Chagrin Falls, OH 44022