

# Lompoc Unified School District

Education Support Services  
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# Student Data Report Request Form

Requesting Person:

Principal/Administrator Approval:

School/Department:

Date:

Email address:

Date required by:

Copy Mode\*:

Print Out

Disk

E-Mail

\*Any report that has a students name on it cannot be sent through e-mail.

Listed below are some items that schools/departments have asked for annually. Check the reports that you would like and/or you can write additional instructions to help me create what you need. (For example - sort order: by class, by grade, alphabetized)

**CST**

- by class (last year scores, last year teachers)
- by class (re-rostered, this years teacher)

**Data Sheet**

- by class
- by school

**Longitudinal Assessment Reporting System (LARS)**

- by school
- by grade
- by student
- by class (last year scores, last year teachers)
- by class (re-rostered, this year teachers)

**Custom Reports (write instructions below)**

Labels:

- PWP labels
- Pass With A Plan (PWP) forms
- Kindergarten PWP
- Retained With A Plan RWP

What research or reporting question(s) are you trying to answer with this data?

Special Instructions:

Sorting Order:

Filtering requests:

1)

2)

3)

FOR DEPARTMENT USE

Receipt date: \_\_\_\_\_

Job Number: \_\_\_\_\_

Initials (KR): \_\_\_\_\_

Acknowledgement of receipt: \_\_\_\_\_

Report sent to organization: \_\_\_\_\_