

Records Request Webpage:

Requesting Student Records

Are you a school/institution looking for a former/current OHDELA student's record? Please send a records request using the information below:

- Email: records@delak12.com
- Fax: 330-252-8848

Note. *Student records can not be released without an official records request.*

Are you a current/former OHDELA parent/guardian and looking for your student's records? Please send a records request using the information below:

- Email: records@delak12.com
- Fax: 330-252-8848
- Phone: 330-253-8680 select option 4

Note. *In your request, include your first and last name; the student's first and last name; the student's grade; the student's date of birth; and an email address where the records can be sent. Include Your Name, your student's name, grade and date of birth, as well as email address where we can send the records. Please provide as much detail as possible to ensure the request can be filled in a timely manner.*

Requesting High School Transcripts

If you are a former OHDELA student looking for your high school transcript please [click here](#) to fill out our Transcript Request Form.

Note. *This request could take 7-10 business days to fulfill.*

If you have any questions regarding student records, please contact OHDELA Records.

- Email: records@delak12.com
- Fax: 330-252-8848
- Phone: 330-253-8680 select option 4