



Document request

Education and Learning Department

N.B.! If you request documents concerning a student welfare officer's and/or psychologist's service, contact Vantaa and Kerava wellbeing services county online at: <https://vakehyva.fi/fi/tietopyynnnot>. Request diplomas and certificates of termination of studies directly from the City Archives at: kaupunginarkisto@vantaa.fi

REQUESTER'S INFORMATION

First names Last name (including potential name changes) Identity number

Address Postcode and post office

Date Signature Print name

DEPENDENT'S INFORMATION

First names Last name Identity number

Address Postcode and post office

DOCUMENTS/INFORMATION REQUESTED:

Early childhood education and pre-primary education documents Student welfare reports
Plan for arranging individual education (HOJKS)

Other documents, which:

Educational institution, school, pre-primary education unit:

Period for which the documents/information are requested: -

Delivery of information:

By mail
Other, what?

By email. N.B.! Applies only to public documents.

Mail to: Kirjaamo, PL 1100, 01030 Vantaan kaupunki. You can also deliver the request to Tikkurila, Myyrmäki and Korso Infos.

TO BE FILLED IN BY THE RECIPIENT :

Requester's identity verified: Passport Driver's license Photo-ID

Date Signature Print name

If the information is not given, the requester has the right to receive an appealable decision.

VERIFYING IDENTITY

Before carrying out the document request, we will verify the requester's identity. In case of a personal visit, you can verify your identity with a police-granted driver's license, identity card, or passport. In case of a request submitted by mail, we will verify your identity by other reliable means.