



15089 Newburgh Livonia, Michigan 48154  
Phone: 734-464-1250  
www.stedithschool.com

## TRANSFER OF RECORD FORM

Dear Parent,

In order to provide your child with more effective guidance, your permission is requested to obtain your child's records from:

Name of School: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

We would like to request any information listed below which may be on file in your former school district. Please indicate by checking the appropriate box whether or not you wish to authorize release of such information.

St. Edith Catholic School located at 15089 Newburgh Road, Livonia, Michigan 48154, may have the following records pertaining to:

Name of Child: \_\_\_\_\_ Current Grade: \_\_\_\_\_

Name of Child: \_\_\_\_\_ Current Grade: \_\_\_\_\_

YES NO Please put a check mark in the appropriate box

Administrative data such as student's name, address, birthdate, grades, attendance, etc.

Health, medical and immunization data

Achievement, aptitude, intelligence and similar test scores

Psychological information, family background, etc.

District IEP records

Teacher Comments

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Office use only: Date Request Sent: \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_