

## **Transferring Records for Students Transferring Schools**

The following records should be transferred upon request to the student's new school:

Permanent record card/transcripts

Attendance

Health Physical Form completed by doctor

Immunization form from doctor

Standardized test results (typically affixed to student cumulative record card)

All other documents require specific written requests for information from the parent to the school.

\*Note: General Rule of thumb is that you cannot send anything on that was not created by your school.