

# RIDGEWOOD PUBLIC SCHOOLS

## Ridgewood, New Jersey

### OFFICIAL RECORDS REQUEST FORM TRANSFER CARD

Please Print

#### Student Information

Last Name	First Name	Middle Name
Street	City	State
		Zip
Place of Birth [City, State, Country]		Date of Birth
		Languages Spoken at Home

#### Previous School

#### Entering School – Send Info to:

Name of School	Public <input type="checkbox"/>	<ul style="list-style-type: none"> <li>▪ Hawes ES, 531 Stevens Ave, Ridgewood, NJ 07450</li> <li>▪ Orchard ES, 230 Demarest St, Ridgewood, NJ 07450</li> <li>▪ Ridge ES, 325 W. Ridgewood Ave, Ridgewood, NJ 07450</li> <li>▪ Somerville ES, 45 S. Pleasant Ave, Ridgewood, NJ 07450</li> <li>▪ Travell ES, 340 Bogert Ave, Ridgewood, NJ 07450</li> <li>▪ Willard ES, 601 Morningside Ave, Ridgewood, NJ 07450</li> <li>▪ Benjamin Franklin MS, 335 N. Van Dien Ave, Ridgewood, NJ 07450</li> <li>▪ George Washington MS, 155 Washington Place, Ridgewood, NJ 07450</li> <li>▪ Ridgewood HS, 627 E. Ridgewood Ave, Ridgewood, NJ 07450</li> </ul>
Private <input type="checkbox"/>		
Address [Street, City, State, Zip]		
Telephone	Fax	
Last Date of Attendance	Last Grade Attended	
NJ State ID# (if transferring from a Public School in NJ)		

#### Records to Be Released

District Assessments	Is student in an ESL or Bilingual Program? <input type="checkbox"/> Yes <input type="checkbox"/> No
State Assessments	
Special Education Records	Has student ever been referred for Special Education? <input type="checkbox"/> Yes <input type="checkbox"/> No  If yes, please indicate the specific classification, if any:

#### Comments

#### Office Use Only

Requested By	Requested Date	Received By	Received Date
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I hereby give my permission for release of the above records and for the school district to contact my child's former district for further information.\*

\_\_\_\_\_  
Signature of Parent/Legal Guardian (circle one)

\_\_\_\_\_  
Signature of Student (18 or above)

\_\_\_\_\_  
Date

\* Parental permission is no longer required when records are requested by authorized school personnel. (Family Education Rights and Privacy Act, Final Rule on Educational Records. Federal Register, June 17, 1976, Vol.41, No. 118, page 24673). The prior District may also release the following mandated records: transcript of grades, health records, attendance records, child study team records and disciplinary records pursuant to N.J.A.C. 6:3-6.5