

# Old Tappan School District

277 Old Tappan Road  
Old Tappan, NJ 07675  
201 - 664 - 1475



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## REQUEST FOR TRANSFER OF RECORDS

We have recently enrolled \_\_\_\_\_ as a student in our school district.  
We request that you forward to us the cumulative records, scholastic records, achievement and ability tests, health records and special education service information regarding the above pupil.

Please mail the requested information to the school checked below.

T. Baldwin Demarest Elementary School  
1 School Street  
Old Tappan, NJ 07675

Charles DeWolf Middle School  
275 Old Tappan Road  
Old Tappan, N.J. 07675

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Date

School student is transferring from:

Name: \_\_\_\_\_

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

\_\_\_\_\_