



Natalie Cary, Administrator

280 Trinity Drive

Williston, VT 05495

Phone: (802) 879-9007

<https://www.tbsvt.org/>

REQUEST FOR STUDENT RECORDS

To the Parent or Guardian:

Please fill in your child's name and grade, sign where indicated, and give this form to the records official at your child's current school.

Student's Last Name
Grade

First Name

Entering

AUTHORIZATION STATEMENT AND SIGNATURE

I authorize (name of school) _____
to release the information specified below to Trinity Baptist School.

Signature of Parent or Guardian: _____ Date: _____

To Current School:

This student has registered for the **202** -**202** school year.

Please send their academic records including the following information:

Records Should Include:

- ☐ Birth Certificate
- ☐ Current Grades and Schedule
- ☐ Transcript
- ☐ Health Records
- ☐ Test Scores

If applicable please include*:

- ☐ Special Education Records
(with most recent 3-year eval)
- ☐ Guardianship/Custodial Records
- ☐ Discipline Records
- ☐ ELL/WIDA Report Records

Please send the records to:

Trinity Baptist School
Attn: Administrative Assistant
280 Trinity Dr.
Williston, VT 05495

We appreciate your assistance. If you have any questions, please direct them to:

Jennifer Hall, Administrative Assistant, at schooloffice@tbsvt.org or (802)879-9007