

REQUEST FOR STUDENT RECORD PORTFOLIO

Date: _____

Please be advised that we have registered the following student:

(Legal Surname)

(First Name)

Date of Birth: _____

(MM/DD/YYYY)

at: _____ Grade: _____

(Name of School)

Previous school attended: _____

Please send the Student Record Portfolio as defined in the *Student Record Regulation* to the school listed below.

NOTE: Please **include** the student's **Alberta Education Identification** number with the file.

PLEASE SEND THE STUDENT RECORD PORTFOLIO TO:

Contact Name: _____

Name of School: _____

Address: _____

City/Town: _____

Province / Postal Code: _____