

Telephone: (518)237-0800
District Office Extension: 3309
Jr./Sr. High School Office Extension: 3701
Jr./Sr. High School Guidance Extension: 3314
Elementary Office Extension: 3501
Central Registration Office Extension: 3710

Transfer of Records

I give permission to forward records on the following student:

Name: _____ Current Grade: _____

who has been registered for school at the Waterford-Halfmoon Union Free School District.

School Transferring From: _____

School Address: _____

School Telephone #: _____ School Fax #: _____

Signature of Parent or Guardian: _____ Date: _____

(For Office Use Only)

Items Requested:

- Student Transcripts
- Current Report Card(s)
- Standardized Test Scores (e.g., CATs, MAT's DRPs, Iowa)
- Regents Competency Test (RCT) Results: New York State students only
- NYS _____ grade test results
- NYS Regents Scores
- NYS Proficiency Scores
- PSAT, ACT, ACH, AP results
- Cumulative Health Records
- Psychological folders
- Disciplinary Records
- Special Education Records, including most recent IEPs
- Withdrawal Grades
- Science Labs
- Other: All Records

We will be using a start date of:

PLEASE FAX, MAIL or EMAIL DOCUMENTS TO:

518-687-2642/ kmulligan@whufsd.org

Central Registration Office
Waterford Halfmoon UFSD
125 Middletown Rd
Waterford, NY 12188