

Acton Public Schools
Acton-Boxborough Regional School District
Acton, Massachusetts 01720

Please list name and address of previous school in the box below.

To Whom It May Concern:

_____ has enrolled in the (Acton Public/ Acton-
Student's Name
Boxborough R.S.D.), Grade _____.

In order to complete our school records, it is necessary to have additional information. Will you please send data on the items listed below:

Health Record
Academic Transcript
Standardized Test Results
Attendance Record
Special Education Records (Assessments and IEP)

If there is any further information in your possession which might assist us in making the student's transfer a smooth one, we would appreciate your forwarding it to us. Thank you for your cooperation.

Please send to: Ruth Cvitkovich
Elementary Registrar
Acton Public Schools
16 Charter Rd
Acton, MA 01720

I _____ authorize the release of above information to
Student's or Parent's Signature
(Acton Public Schools/ Acton-Boxborough R.S.D.), _____
Date