



Marion County High School

160 Ridley Avenue

Jasper, TN 37347

Phone: (423) 942-5120

Fax: (423) 942-5544

REQUEST FOR SCHOOL RECORDS

Previous School Name: _____

Phone Number: _____

Fax Number: _____

Student Name: _____

Date of Birth: _____ Grade: _____

Parent Signature: _____

PLEASE FORWARD ALL APPLICABLE RECORDS FOR THE ABOVE-NAMED STUDENT.

- Transcript (with copy of grading scale)
- Standardized Test Records
- Attendance Records
- Discipline Records
- IEP/504 Records
- Birth Certificate
- Social Security Card
- Immunization Record
- Withdrawal Form
- Medical Examination
- Legal Guardianship/Custody Paperwork
- _____

Kristen Phillips
MCHS School Counselor

Date: _____