



MOUNT LAUREL TOWNSHIP SCHOOLS
MOUNT LAUREL, NEW JERSEY

RECORDS REQUEST FORM

Administration Offices
330 Mount Laurel Road
Mount Laurel, NJ 08054

Phone 856-235-3387
FAX 856-235-1837

To: _____
Name of student's former school

Street address of former school City State Zip

Dear Principal:

Former student(s) of your school (names listed below) have enrolled in our district as of the following date _____.

Name: _____ Grade: _____

Name: _____ Grade: _____

Name: _____ Grade: _____

Please forward **all student records (including health and discipline records)** to the school(s) checked below:

Countryside Elementary School, **Grades k-4**
115 School House Lane
Mount Laurel, NJ 08054

Fleetwood Elementary School, **Grades k-4**
231 Fleetwood Avenue
Mount Laurel, NJ 08054

Hillside Elementary School, **Grades k-4**
1370 Hainesport/Mt Laurel Rd
Mount Laurel, NJ 08054

Larchmont Elementary School, **Grades k-4**
301 Larchmont Boulevard
Mount Laurel, NJ 08054

Parkway Elementary School, **Grades k-4**
142 Ramblewood Parkway
Mount Laurel, NJ 08054

Springville Elementary School, **Grades k-4**
520 Hartford Road
Mount Laurel, NJ 08054

Hartford Upper Elementary School, **Grades 5-6**
397 Hartford Road
Mount Laurel, NJ 08054

Thomas Harrington Middle School, **Grades 7-8**
514 Mount Laurel Road
Mount Laurel, NJ 08054

Special Education Records maybe transferred through Frontline if applicable.

Child Study Team
Mount Laurel Township School District
c/o Larchmont Elementary School
301 Larchmont Boulevard
Mount Laurel, NJ 08054

Parent/Guardian signature below indicates permission to release all records.

_____ Date: _____