



Faith • Education • Formation

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214. E. Henry St. • Flushing, Michigan 48433 • phone (810) 659-2503 • fax (810) 659-4002

**Request for Educational Records**

The student named below has enrolled at St. Robert School. Please send a copy of all his/her records including:

- Birth Certificate
- Immunization Records
- Report Cards
- Test Results
- Special Education Records
- Any other information that will assist St. Robert in properly placing this student in our school.

Thank you for the time and effort you will expend in helping us with this matter.

Student's Name: \_\_\_\_\_

Grade Last Attended: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Previous School: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

**Please mail records to:  
St. Robert School  
Attn: Kelly Bobalik  
214 E. Henry St.  
Flushing, MI 48433**

Date request was sent/faxed: \_\_\_\_\_