



# Mount Ellis Elementary

A Seventh-day Adventist Christian School

3835 Bozeman Trail Road ◦ Bozeman, MT ◦ 59715 ◦ (406) 587-5430

## Record Transfer Request

### School Last Attended

Name

Phone:

Email:

### Address

Street

City

State

Zip

### Student Information

1) \_\_\_\_\_

First

Middle

Last

Date of Birth

2) \_\_\_\_\_

First

Middle

Last

Date of Birth

3) \_\_\_\_\_

First

Middle

Last

Date of Birth

### Request

The above-named student(s) has/have enrolled at Mount Ellis Elementary School.

Please mail the following educational records pertaining to each student:

- Cumulative file
- Health Records
- Test Records
- Special Education Records

Confidentiality will be observed on all materials. Thank you.

\_\_\_\_\_  
Administrative Assistant, Mt Ellis Elementary

\_\_\_\_\_  
Date