



Oceanport School District

MAPLE PLACE SCHOOL • 2 Maple Place • Oceanport, NJ 07757

MRS. MELISSA KEISER, MAPLE PLACE SCHOOL PRINCIPAL
TEL: 732-229-0267

REQUEST FOR STUDENT RECORDS

Student Name: _____

Current Grade: _____

DOB: _____

Previous School Attended: _____

Address: _____

New School (if leaving district): _____

Address: _____

The student named above has been registered in the Oceanport Public School District. Please forward all requested files to:

Maple Place School
2 Maple Place
Oceanport, NJ 07757
Attn: School Secretary

Please include: Permanent Records and Grades
 Results of Standardized Testing
 Child Study Team Records (If applicable)
 Health Records
 Transfer Card
 Discipline Records
 Attendance Records

As a legal guardian to the student named above, by completing this form, I give permission for the release of any and all information requested.

Signature of Parent/Guardian

Date