



# HICKORY GROVE BAPTIST CHRISTIAN SCHOOL

Attn: Mrs. Cindy Price / Registrar

6050 Hickory Grove Road

Charlotte, NC 28215

Phone - (704) 531.3589

Fax - (704) 566.7510

[cindyprice@hgbc.org](mailto:cindyprice@hgbc.org)

## REQUEST FOR SCHOOL RECORDS

STUDENT: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

PREVIOUS GRADE: \_\_\_\_\_

PREVIOUS SCHOOL: *(Please provide name, address, and telephone number of previous school.)*

\_\_\_\_\_  
*(School Name)*

\_\_\_\_\_  
*(School Address)*

\_\_\_\_\_  
*(City, State, Zip)*

\_\_\_\_\_  
*(School Telephone Number)*

\_\_\_\_\_  
*(Signature of parent/guardian authorizing release)*

\_\_\_\_\_  
*(Date)*

**PLEASE FORWARD ALL SCHOOL RECORDS FOR THE ABOVE NAMED STUDENT TO:**

**HICKORY GROVE BAPTIST CHRISTIAN SCHOOL**

**Attn: Mrs. Cindy Price/Registrar, 6050 Hickory Grove Rd., Charlotte, N.C. 28215**

- Transcript
- Scholastic Records (courses, grades and credits earned)
- Grades to date of withdrawal (if applicable)
- All available test scores
- Immunization records
- Birth certificate
- Attendance Records
- Discipline Records (if applicable)
- Any other information relative to student placement

**THANK YOU** for your prompt response.