



# Woodstown-Piles Grove Regional School District

135 East Avenue, Woodstown, NJ 08098

*Woodstown-Piles Grove Regional Schools are Equal Opportunity Schools*

**Christopher S. Meyrick, Ed.D.**

Superintendent of Schools  
(856) 769-0144, Ext. 22252  
Fax: (856) 769-4549

**Shannon N. DuBois-Brody**

School Business Administrator/Board Secretary  
(856) 769-0144, Ext. 22280  
Fax: (856) 769-8036

Date \_\_\_\_\_

To Whom It May Concern:

This letter is in reference to the following student who has enrolled in the Woodstown-Piles Grove Regional School District.

Student Name: \_\_\_\_\_

Grade: \_\_\_\_\_

DOB: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

We are requesting the following student records:

- Transcript
- Scholastic Records
- Test Records
- Attendance Records
- Disciplinary Records
- Health Records
- Special Education Records
- Any other Pertinent Information

Please forward all documents to Woodstown-Piles Grove Regional School District c/o Ms. Stacy Shorter-Carney, 140 East Avenue, Woodstown, NJ 08098.