



**[nlcacademy4065@gmail.com](mailto:nlcacademy4065@gmail.com)**

**Date:**

**To:**

**PLEASE FORWARD RECORDS FOR:**

**WHO HAS ENROLLED IN OUR SCHOOL IN                      Grade.**

**WE REQUEST THE FOLLOWING INFORMATION:**

- 1. Current Grades**
- 2. Official Transcript (If applicable)**
- 3. Attendance Records**
- 4. Birth Certificate**
- 5. Health and Immunization Records**
- 6. Available Test Scores**

**Thank you for your cooperation.**

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**Parent's Signature**

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**Bridget Henry, Administrator**