



Bountiful Jr. High

30 W. 400 N. Bountiful UT 84010 801-402-6000

Registrar info: Colleen Clark Email: coclark@dmail.net

Request for Cumulative Records

To: _____

This certifies that the student named below has enrolled at **Bountiful Jr. High School**.

Please forward all academic records for the following student.

Student Name _____ Birthdate _____

Grade 7 8 9

Please include the following information: If circled, please email ASAP, if possible, for registration.

Official Transcript if applicable

Withdrawal Grades

Birth Certificate

Immunization Records

Special Education Records (if applicable) Please forward a copy of this to your SPED Records Assistant

Please send all records to: Bountiful Jr High at the address listed above or send to the listed email.

Thank you.

Colleen Clark

Date of request _____ Federal law 9931 allows for educational records to be sent to other educational agencies without the parent's signature requirement. Withholding of records is prohibited under state of Utah code 53-7a (1) and (1). State Board of Education rule # R300-07-5C and USOE R277-709-3A. Transcripts cannot be withheld due to failure of the student to pay fines or other charges.