

**Amherst County Public Schools**

Amherst Middle School  
165 Gordon's Fairground Road  
Amherst, VA 24521  
(434) 946-0691  
(434) 946-0258 FAX

hdavila@amherst.k12.va.us Guidance Department Secretary

It is hereby requested that:

School Name \_\_\_\_\_

School Address \_\_\_\_\_

School City, State \_\_\_\_\_

School Zip Code \_\_\_\_\_

School Phone Number \_\_\_\_\_

School FAX Number \_\_\_\_\_

Record Dept. Email \_\_\_\_\_

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Please release the following information on my child to Amherst Middle School at the above address.

ALL OFFICIAL ADMINISTRATION RECORDS for:

\_\_\_\_\_  
(Student's Full Name) (Grade)

Birth Certificate     Social Security Number     Grades/Scholastic Work  
 Test Scores     Medical Records     Speech/Language  
 Health/Physical Fitness     All Discipline Records     Social & Family History

OTHER: \_\_\_\_\_  
OTHER: \_\_\_\_\_

\_\_\_\_\_  
(Enrolling Parent/Guardian Signature) (Date)

\_\_\_\_\_  
(Date of Enrollment) (Attendance Dates for current year)

Thank you for your prompt reply to this request.

\_\_\_\_\_  
(Signature)  
\_\_\_\_\_  
(Title)