



DEPARTMENT OF DEFENSE
DOMESTIC DEPENDENT ELEMENTARY AND SECONDARY SCHOOLS
MIDDLETON STUART ELLIOTT ELEMENTARY SCHOOL
1635 ALBACORE STREET, BEAUFORT, SC 29906
Telephone (843) 846-6982 Fax (843) 846-6720

Today's date: _____

STUDENT TRANSFER/WITHDRAWAL

My child/ren _____

will be transferring/withdrawing on _____
(Date)

My child/ren will attend a:

- DDESS/DoDDS School**
- Public School**
- Private School**
- Other** _____

Please forward records to our new school upon receiving a request:

School Name: _____

Street Address: _____

City, State, Zip: _____

Phone Number: _____ **Fax Number:** _____

My point of contact is: _____

Please forward the following records upon receiving a request:

- All Academic Records**
- All Medical Records**
- ESL**
- Instructional Support Records**
- Read 180**
- Special Education Records**
- TAG**
- All of the above**

Parent/Guardian Signature

Cc: Homeroom Teacher _____