

VERIFICATIONS AND OUT OF DISTRICT TRANSFERS

Please note the important protocols for obtaining school verification and transfer requests.

All Attendance Verification Requests and School Transfer Requests will now be completed online. All verification requests will be emailed back to the parent/guardian or designee within 48 hours of receiving request. All school transfer records will be emailed directly to the new school. "For assistance in English/Spanish please call the attendance office at (631) 870-0565.

For Parents/Guardians

Please review the information below if you are in need of the following:

School Verification Requests

If you require school verification for your child, please click on the link below to complete the following form. A copy of your ID is required before processing verification requests. You can also download the form and return by email to ljackson@wufsd.net.

English: <https://forms.gle/NcrPptLkyG2c87Za7>

Spanish: <https://forms.gle/PQK7ufXPsa2fGxX58>

School Transfer Requests

If you are moving out of district and require a copy of your child's records, please click on the link below and complete the following form. A copy of your ID is required before processing transfer request. You can also click download the form and return it by email to process.

Also, please have the new school email a Request for Records to ljackson@wufsd.net. All records will be sent directly to the new school upon receiving the Request for Records.

English: <https://forms.gle/nzRvGe8ELhnq6jKZ7>

Spanish: <https://forms.gle/Lif2keENYZSRbJCy7>

For Schools

Out of District Transfer Requests:

To request records for grades Pre-K through grade 5, please email ljackson@wufsd.net.