

Student Records Information Request



St Hilda's
ANGELICAN SCHOOL FOR GIRLS

Old Scholars may request archived records by completing this form. The cost is \$100. (\$20 each extra if more than one original copy required) **Note:** If postage is required via express/courier mail, additional costs will apply. Upon receipt of payment, the processing time is a minimum of 5 days unless during a holiday period in which case it will be longer.

Please complete the following

Name of Student _____ House _____

Current Date _____

Year of requested information _____

Semester of requested information _____

Description of requested information _____

Address/Email to send documents to _____

Signature of student (old scholar) requesting
information _____

Due to privacy issues, information will only be released to current or old scholars with their signature.

Documents will not be issues until payment has been made to:

BSB: 086-164

Account: 508183194

Account Name: St Hilda's Anglican School for Girls

Please use your surname as a reference.

This form should be returned along with a payment confirmation receipt to:

Rachael Southwell

PO Box 34

MOSMAN PARK WA 6912

Or emailed to: rachael.southwell@sthildas.wa.edu.au