REQUEST FORM for Former DGS Students

Personal Information:

Full Name: _____ _____
(registered name in school) Surname Given Name(s)

Date of Birth: _____
(day) (month) (year)

Last class attended at DGS: (e.g. 5X, U6A) _____

Date of departure from DGS: _____

Current Contact Details:

Telephone Number (local HK number): _____

Email Address (please print clearly): _____

Mailing Address: _____

_____

Details of Request:

(Please provide addressed envelopes for each destination, postage not necessary)

Official Transcript: _____ (state quantity; $45/copy)

Proof of School Attendance: _____ (state quantity; $45/copy)

Certified copy of SLP: _____ (state quantity; $25/copy)

DHL Courier: _____ (state quantity; $415/destination – payable in cash)

Certified Copies of Documents (e.g. report cards, HKDSE results; $25/copy):

_____

_____

_____(please provide details of request)

Other Requests:

_____

_____

_____(please provide details of request)

_____ _____

Signature ***Date***