



Permission And Request For:

## Release of Student Information

### To Families/Caregivers:

Please complete this form and give to the student's current school, teacher, or caregiver.

Student's Full Name\_\_\_\_\_

Date of Birth\_\_\_\_\_Applying for Grade\_\_\_\_\_

Current School\_\_\_\_\_

Current Teacher/Caregiver\_\_\_\_\_

St. Andrew's School has my permission to contact this school to clarify information regarding my child.

▶ Parent/Guardian Signature\_\_\_\_\_ Date\_\_\_\_\_

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### To the Student's Current School:

Please send the following information to the Director of Admissions at St. Andrew's School for the purposes of admission application review. *This request is for purposes of review only and should not be considered a transfer request.*

- Record of all academic work including report cards and progress reports (with teacher comments)
- Standardized test results
- Immunization records
- Diagnostic results and recommendations made by qualified specialists
- If no report cards or progress reports are available, please forward any assessments for the student

**Completed records should be faxed to: 804.612.4175, emailed to [admissions@St-Andrews-School.org](mailto:admissions@St-Andrews-School.org), or mailed to St. Andrew's School.**

[www.St-Andrews-School.org](http://www.St-Andrews-School.org)