



STUDENT TRANSCRIPT RELEASE REQUEST

Instructions To Parents:

Please complete the top portion of this form and ask your child's current school to mail you're his/her complete transcript to Redeemer Episcopal Academy.

TO: CURRENT PRINCIPAL/HEADMASTER

School Name _____

School Address _____

REGARDING:

Student Name _____ Present Grade _____

Student Home Address _____

Our child has applied to Redeemer Episcopal Academy for admission to the _____ grade for the term beginning _____.

Please release all records (including copies of complete transcript of grades, credits, all standardized test scores, and any other pertinent information) concerning this student to:

Redeemer Episcopal Academy
Admissions
680 Old Phoenix Road
Eatonton, GA 31024

In addition, we authorize you to send all end of year scores immediately upon availability. We also give permission for our child's teachers or school administrators to discuss our child directly with members of the Redeemer Episcopal Academy staff. I understand that any discussions about the applicant and teacher/staff evaluations become the confidential property of Redeemer Episcopal Academy and are not subject to parental review.

I, _____ (parent/guardian), do hereby declare that I am legally responsible for the release of information concerning said student, and I do hereby request and authorize _____ School to give, in writing, to Redeemer Episcopal Academy, copies of all records pertaining to said student, upon receipt of this Release Request.

Signature Of Parent/Guardian

Date