

TRANSCRIPT/RECORDS RELEASE FORM

Parent/Guardian: Please complete the blanks below and **submit this form to your applicant's current school.**

Applicant's Name _____

Address _____ City _____ State _____ Zip _____

Parent/Guardian Telephone and Email _____

Current School _____

Address _____ City _____ State _____ Zip _____

Please release my child's transcript and other pertinent records to The Altamont School. By signing below, each of us hereby affirm that we will not seek access to confidential recommendations, reports, and evaluation materials regarding our child, before and, if admitted, after admission.

Parent/Guardian Signature _____

Parent/Guardian Signature _____

School (to be completed by a principal, counselor, or dean): The student named above has applied for admission to The Altamont School. Thank you for responding to the items below. The Admissions Committee appreciates your comments and insights, which will remain confidential. Please send the following to The Altamont School address at the bottom of this form:

- this form
- a transcript (must include any current year-to-date grades as well as the most recent full year)
- any standardized test scores
- student's attendance record (if not included on transcript)

Please mark the reports you are attaching to this form:

- School Transcripts Applicable Grade Reports Standardized Test Scores

Has the student ever been dismissed, suspended, placed on probation, or received other serious disciplinary sanction? Yes No

Has the student withdrawn from school voluntarily for an extended period of time for reasons other than health? Yes No

If the student is not, or has not, been in good standing, or if you answered yes to either or both of the questions above, please explain in the space below.

Signature: _____ Date: _____

Printed name and title: _____

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