

Presidio Hill School Records Release Form

For applicants to grades 2–5

To the Parent/Guardian: Please submit this form to your child's current school if s/he is applying for grades 2–5 at Presidio Hill School. Please read and sign the statement below and then give to your child's current school.

Applicant Name: _____ Applying for grade: _____

Current School: _____

I hereby give my permission for the release of school records such as the latest report cards, test scores and evaluation of the student named above. I acknowledge that I waive my right to read the confidential teacher recommendations and the school report.

Parent/Guardian Signature: _____ Date: _____

To Applicant's Current School: Please send this student's academic records **for the past two years (if applicable)**. This should include all reports from the previous two academic years (2007–2008 and 2008–2009), any standardized testing, and all available reports for the current year (2009–2010). The records will be used only in the admission process and all information will be treated confidentially. **Please return this form with the requested academic records to Presidio Hill School by January 14, 2010.**

If grades or report cards will not be available by January 14, on what date will the child's Fall 2009–2010 grades or report card be available? _____

Prepared by (please print): _____ Date: _____

Phone number where you can be reached if PHS has any questions: _____

Thank you for your prompt reply. Should you have any questions, please contact Amy Pearson, Director of Admissions and Financial Assistance, at amy_pearson@presidiohill.org or at extension 104.

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