



TRANSCRIPT RELEASE

Please complete the following form and submit it to the registrar or appropriate person at your daughter's current school, as well as at any other schools she has attended since beginning her education. You should copy this form as needed in order to submit it to additional schools.

Student Name

Current Grade

School Name

Years Attended

School Address

School Phone

RECORDS REQUEST

Academic Records

Please send all past grades as well as the most current grades available. We will also need a complete transcript at the end of the current year if the student matriculates.

Standardized Test Scores

Please send standardized test results for all years available.

Awards or Special Programs

Please document any other ways in which this student has distinguished herself.

Unfortunately, the Admission Committee cannot consider any materials that are "hand-delivered" through the applicant's family. Please retain a copy of this form for your records and return the original along with the requested items directly to:

**The Office of Admission
Academy of the Sacred Heart
P.O. Box 310
Grand Coteau, LA 70541**

PARENT WAIVER

By signing below, I grant permission to the Academy of the Sacred Heart to obtain my daughter's school records as outlined above. I agree that I will not seek access to these or any other confidential evaluation materials at any time.

Signature of Parent or Guardian

Date