

Roanoke Catholic School



STUDENT RECORD RELEASE REQUEST

Student Name: _____

Student Home Address: _____

Name of Current School: _____

Current Grade: _____ Applying for Grade: _____ for Academic Year: _____

I give my permission for the personnel of _____
(Name of Current School)

to comply with this request for records. In addition, should my child enroll at Roanoke Catholic School, I give my permission for my child's complete, updated records to be forwarded to Roanoke Catholic School.

Parent/Guardian Signature: _____ Date: _____

SCHOOL: Please return a copy of this form with the following documentation directly to Roanoke Catholic School so that we can make an admissions decision. If any item does not relate to this applicant, please check "Not Applicable." **Please note that applying for admission does not guarantee acceptance. Please retain copies of all documents for your records and keep the student enrolled at your school for now.**

- Transcripts of Elementary/Middle/High School grades, grading scale, and credits earned..... Included Not applicable
- Most recent report card..... Included Not applicable
- Current grades..... Included Not applicable
- Records from previous schools..... Included Not applicable
- Standardized test scores (SOLs, PSAT, SAT, competency tests, etc.).... Included Not applicable
- Confidential Records (Psychological, Psychiatric, IEP/504, Custodial Orders, etc.)..... Included Not applicable
- Disciplinary Records..... Included Not applicable
- Attendance Records..... Included Not applicable
- Health and Immunization Records..... Included Not applicable
- Birth Certificate..... Included Not applicable
- Cumulative/Permanent Record Card..... Included Not applicable
- Teacher Recommendations..... Included Not applicable
- Other: _____ Included Not applicable

Please fax or mail records to Meredith Galazka, Dean of Enrollment Management & Financial Aid, admissions@roanokecatholic.com

Roanoke Catholic School | 621 N. Jefferson St. | Roanoke, VA 24016

Phone: 540-982-3532 | Fax: 540-345-0785 | www.roanokecatholic.com