

## **REQUEST FOR RECORDS**

APPLICANT NAME:	
DATE OF BIRTH:	
NAME OF CURRENT SCHOOL:	
PHONE NUMBER:	
ADDRESS OF SCHOOL:	
CURRENT GRADE: LAST DATE ATTENDED YOUR SCHOOL:	

Please send a complete and official copy of the records below:

- Complete Transcript
- Report Cards (current year plus past two years)
- All Standardized Test Scores
- Immunization Form
- Social Security Card
- Birth Certificate
- Special Education Record
- Attendance and Discipline Records

<b>Parent's Signature</b>	e (Authorization to send records to SV	A)
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Date

• PLEASE EMAIL RECORDS TO AMY GREENE, DIRECTOR OF ADMISSIONS, ST. VINCENT'S ACADEMY.

Amy.greene@svaga.net Any questions, 912-226-1749.

Privacy Rights of Parents and Students Act. Page 1213, subpart D 99 30 (b) "It is not necessary to have written consent of parents to release records to officials of other schools or school systems in which the student seeks or intends to enroll."