



Transcript Request

TO THE PARENT/GUARDIAN OF APPLICANT:

As part of the admissions process, High Point Academy requests that student records be sent from your child's current school. Please complete and sign this release form before submitting it to your child's current school.

Applicant's Name: _____

Present Grade: _____ Date of Birth: _____

Current School: _____

School Address: _____

School Telephone Number: _____

I authorize the release to High Point Academy of an official transcript or grade record, records of all standardized achievement and aptitude tests, and any other pertinent information for my child:

Parent's Signature: _____ Date: _____

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____



TO THE APPLICANT'S CURRENT SCHOOL:

The above named student is an applicant for admission to High Point Academy. In order to complete this student's file, we request that you forward an official transcript or grade record for this student and an explanation of the grading system and records of all standardized achievement and aptitude tests.

Please submit materials directly to us as soon as possible after the first semester grades are available. The deadline for receipt of all transcripts is February 1. A copy of this form must accompany the records. Please address this information and any other correspondence to:

Admissions, High Point Academy, 1720 Kinneloa Canyon Road, Pasadena, CA 91107

Thank you for your assistance in this process.