

# RECORDS RELEASE FORM



Dear parent/guardian,

Please complete the form below and return to your son's school.  
This form authorizes the school to forward his academic records to Elder High School.

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To School:

Student Name \_\_\_\_\_

Student Date of Birth \_\_\_\_\_

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Parent/Guardian Signature

Date

The above-named student is being considered for admission to Elder High School. Please forward to Elder High School a complete copy of this student's school records as listed below along with any other information which may assist us in making admission and placement decisions.

1. Previous report cards (last two school years)
2. Attendance data
3. All standardized test data including Terra Nova scores, proficiency scores, etc.
4. Disciplinary records
5. Current IEP, 504, and/or other accommodation plans
6. Multi-factored evaluation and/or any other individual/psychological testing

**Please fax records as soon as possible to:**

Elder High School  
Attn: Admissions  
3900 Vincent Avenue  
Cincinnati, OH 45205  
(513) 921-3744 (main office)  
(513) 921-8123 (fax)