

TRANSCRIPT RELEASE AUTHORIZATION

For admission to **Christ the King School** Grades 1-7

Parent/Guardian Instructions: If your student is applying for **First-Seventh Grade**, please complete this form, and **submit it to your student's current school.**

***If your child attends a school where records are managed through K12 ScribTransfer (i.e. Atlanta Public, Fulton, or Gwinnett): we will request the records through their system. To authorize the release, submit this form to admissions@christking.org*

Applicant's Name: _____ Applying to Grade: _____

Current School: _____ Current Grade: _____

Current School Address _____

My student, named above, is applying for admission to **Christ the King School.**

I authorize you to release the following information:

1. Complete grade records for the current school year and the previous two years.
2. Results of standardized testing for the current school year and the previous two years.
3. Disciplinary records
4. Attendance Records

Please email or mail the above information to:

Admissions Office
Christ the King School
46 Peachtree Way, NE
Atlanta, GA 30305

admissions@christking.org

I, the undersigned, authorize you to release to Christ the King School a certified copy of my child's complete transcript (including grades, discipline records, and all standardized test results for the current year and two years prior). I also authorize you to send all end-of-year scores immediately upon availability. I understand that the school record, end-of-year scores, and evaluation forms become the confidential property of the school and are not subject to parental review.

Print Name of Parent/Guardian _____

Signature of Parent/Guardian _____

Date: _____