ST ANDREW'S SCHOOLS

THE PRIORY • THE PREP • THE PRESCHOOL

Records Release Authorization

Parents: Please complete and submit this form to your child's school office to authorize sending official copies of her/his educational records to St. Andrew's Schools. Please request transcripts to be sent NO LATER than February 1, 2017 or as soon as possible following the grading period.

TO BE GIVEN TO THE SCHOOL YOUR CHILD IS CURRENTLY ATTENDING

Consent for Release of Information

Student's Name: _____
First Middle Last

Present School: _____

I hereby give authorization for the transfer of the following items to St. Andrew's Schools:

- ✓ Current-to-date grades (completed first semester required for 6-12th grade applicants)
- ✓ Previous year grades
- ✓ Evaluations
- ✓ Standardized test scores
- ✓ Character evaluation/personal comments or impressions (optional)

_____
Signature of Parent/Guardian

_____
Printed Name of Parent/Guardian

_____
Date

Mail transcripts directly to:
St. Andrew's Schools
Office of Admission
224 Queen Emma Square
Honolulu, HI 96814
Phone: (808) 536-6102 • Fax: (808) 531-8426