



CONFIDENTIAL SCHOOL REPORT/TRANSCRIPT REQUEST

Due Date: January 15, 2009

To the Applicant's Parent/Guardian:

As part of your child's application, we require an official school transcript, report cards, and standardized test scores. We cannot request these materials from your child's school; only a parent or guardian has the authority to request the release of this information. Please **complete and sign this release form** and bring it to the registrar at your daughter's current school.

Registrar: Please send transcripts to:

Colleen Hartung
Lake Washington Girls Middle School
810 18th Ave.
Seattle, WA 98122

Student name: _____

Address: _____

Home phone: (____) _____ email: _____

Current school: _____

Current grade level _____ Birthdate: _____ - _____ - _____

Parent/guardian: _____ phone: (h) _____ (w) _____

Parent/guardian: _____ phone (h) _____ (w) _____

I hereby give permission for my student's transcript to be forwarded to Lake Washington Girls Middle School.

PARENT/GUARDIAN SIGNATURE

DATE