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**Authorization for RELEASE OF RECORDS**

*Please print.*

Last Name of Student First Name Date of Birth

Current School Current Grade

Parent/Guardian Date

Parent/Guardian Signature

**Records requested by Saint John School:**

* Most recent grade report
* Transcript/records for prior three years
* Standardized test scores
* Attendance record
* IEP/ETR/504/Accommodation Plan, if applicable

Please email the above records to:

 Mr. Keith Corlew

 Director of Enrollment Management & Marketing

Saint John School

kcorlew@sjheralds.org

Questions: Please call 440.997.5531 X 226