



Transcript Request Form

Applicant name: _____

Current school: _____ Current grade: _____

To the Applicant's Parent/Guardian

Because of the *Family Educational Rights and Privacy Act of 1974*, many schools require authorization for any release of your child's academic records. Please complete this form and deliver it to the registrar at your child's current school.

Please note: the applicant's family is responsible for ensuring that all items are received by the office of Admissions in a timely fashion. Annunciation Catholic School reserves the right to delay action on any application that is not complete. This includes possible consideration for financial aid.

The undersigned hereby consents to the release of the above-named student's academic records, including transcripts and the results of any standardized testing, to Annunciation Catholic School.

Parent/Guardian name (*please print*): _____

Signature: _____

Date: _____ / _____ / _____
month day year

To the Registrar

The above-named student is a candidate for admission to Annunciation Catholic School. Please send transcripts for the current academic year, as well as for the previous academic year, if available. Please also include copies of any standardized testing from the current and the past academic year.

Please mail to:

Office of Admissions
Annunciation Catholic School
3825 Klingle PL, NW
Washington, DC 20016

Should you have any questions, please contact the office of Admissions at 202-362-1408 or info@annunciationschool.net. Thank you for your assistance.

Annunciation Catholic School admits students of any race, color or national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the School, and the School does not discriminate on the basis of race, color or national or ethnic origin in administration of its educational policies, admission policies, scholarship and loan programs and athletic and other school-administered programs.