

REQUEST FOR RELEASE OF RECORDS

PARENT OR GUARDIAN

This form will be used to request the necessary records, recommendations, and other information from your child's current or previous school. These materials will be used by Sabot at Stony Point solely for the purpose of evaluating the application for admission. Please complete the top section, sign, and return to Sabot at Stony Point with your application.

Applicant's name _____ Grade entering _____

Current school _____

_____ STREET _____

CITY STATE ZIP

I authorize Sabot at Stony Point to request records and recommendations for my child;
AND

I waive my right of access to letters of recommendation written on my child's behalf.

Name of parent/guardian _____

Signature of parent/guardian _____ Date _____

SCHOOL REGISTRAR

The student identified above has applied to Sabot at Stony Point. We would appreciate it if you would provide the following materials. Thank you for your assistance.

- Previous year's grades and progress report
- Most recent grades and progress report for current year (mid-semester or final)
- All standardized test scores and all credits earned
- Immunization and health records
- If applicable, an Individualized Education Plan (IEP) with supporting data
- Teacher recommendation (form enclosed)
- Administrative recommendation (form enclosed)
- Other: _____

SABOT
STONY
POINT

3400 Stony Point Road
Richmond, VA 23235
(804) 272-1341
(804) 560-9255 fax

sabotatstonypoint.org

Please send materials to: Sabot at Stony Point
Admissions
3400 Stony Point Road
Richmond, VA 23235