



Student's Name: _____
Last First Middle Preferred Name

The parents or guardians of the student should sign this waiver and submit the Transcript Release and Confidentiality Form directly to the student's current school.

To: _____
Name of the Applicant's Current School

I authorize the release of school records, including an official transcript of all grades as well as the results of academic and standardized testing and a report on any significant disciplinary issues or learning challenges for the above named student, an applicant for admission to Holy Spirit Preparatory School. In authorizing this release, I acknowledge that I waive my right to read the confidential teacher recommendations and the school report.

Signature of Student's Parent or Guardian

Date

To: The Student's Current School

Holy Spirit Preparatory School requires all applicants for admissions to submit an official transcript. Please send to the Admissions Office this student's official transcript showing the named student's permanent records. This should include all grades earned and the scores for his or her most recent standardized testing together with a report on any significant disciplinary issues or learning challenges. Official transcripts should be sent to the:

Admissions Office
Holy Spirit Preparatory School
4449 Northside Drive NW
Atlanta, GA 30327

Holy Spirit Preparatory School requires teacher recommendations as part of the admission process. It is the responsibility of the applicant to request this from his or her teacher.

Parents or guardians must authorize the release of student's records. Customarily, in order for these records to be released, parents or guardians waive their right to inspect them.

For questions, please contact the Admissions Office at (678) 904-2811.

Thank you for your assistance.

Sharon Higgins
Director of Admissions

Phone: (678) 904-2811

Fax: (678) 904-4983

E-mail: shiggins@holyspiritprep.org