



Holy Rosary Regional School and Juan Diego Academy

Transcript Request

Name of school releasing records

Address and zip code of releasing school

Phone number

Fax number

Student Name

Date of Birth

Grade

Student Name

Date of Birth

Grade

Student Name

Date of Birth

Grade

The above student(s) is in the process of enrolling at Holy Rosary Regional School and Juan Diego Academy. Please forward the following information:

1. Cumulative Records Folder
2. Psychological information, including evaluation results
3. Scores from achievement tests
4. Transfer sheet, indicating subjects being taken and grades achieved thus far, if the student is transferring before the close of the grading period
5. Special education records

Please forward all records to:

Holy Rosary Regional School and Juan Diego Academy

Attn: Records

504 South 30th Street

Tacoma, WA 98402

Phone: (253)272-7012

Fax: (253)404-1804

Parental Consent:

I understand this information obtained will be treated in a confidential manner by the school district under the provisions of the Family Educations Rights and Privacy Act (FERPA). FERPA prohibits disclosure of personally identifiable information without consent, except in limited circumstances. I understand my consent of release of information is voluntary and I do not have to sign this authorization. I may revoke this authorization in writing. I understand that should I revoke my consent for release of the records specified above, my revocation does not apply to information already provided under this authorization release.

Signature of parent/ guardian

Date