



Weatherford Christian School
2300 Ranger Hwy, Weatherford, TX 76088
main 817-341-0000 fax 817-341-0005

Request for Student Records - Release Authorization

Date:	Parent Name::
Current and Previous School:	Student Name and Date of Birth:

The above-listed student has applied for admission to Weatherford Christian School. **Our Admissions Committee requires the following records to be submitted by the previous school for review before acceptance.** Please send the following records, test results, etc., and, *if accepted, final records through the withdrawal date. If the records do not apply, please state that by email or fax.* Thank you.

- Most Recent Report Card
- Previous Year-Ending Report Card
- Cumulative Transcript
- Disciplinary Reports (if applicable)
- Standardized Test Results (STAAR, PSAT, SAT, DRA, ITBS, Terra Nova, NWEA, etc.)
- Educational Testing Records, Assessments, Dyslexia, and any records regarding accommodations (psycho-ed evaluation, IEP, 504B, etc.) *if applicable*
- Birth Certificate
- Immunization Records

Please let me know if you have any questions or need additional information. Thank you in advance for completing this request promptly. ***The application will be held until we receive the information you provide.***

Saved to Serve

Tracy Garvin

Tracy Garvin, Director of Admissions
tracy.garvin@wclsions.org

It is no longer necessary for parents to sign a release when transferring school records between educational institutions. Note Federal Register, Thursday, June 17, 1976 Part II HEW - Privacy Rights of Parents and Students. #99.31 Prior consent for disclosure not required: (a) an educational agency of institution may disclose personally identifiable information from the educational record of a student without the written consent of the parent or the eligible student if the disclosure is (1) to other school officials, including teacher within the educational institution or local education agency who have been determined by the agency of institution to have legitimate educational interests: (2) to officials of another school or school system in which the student seeks or intends to enroll, subject to requirements set forth in #99.34.

Weatherford Christian School administers its personnel, admissions, academic, financial aid and athletic programs without regard to gender, race, religion, national or ethnic origin.