



SCHOOL RECORDS RELEASE REQUEST

Parent/Guardian Instructions:

Please complete this form and forward it to your child's current school.

Student Name: _____ Birth Date: _____ Grade: _____

I hereby authorize the release of the information listed below to Starwood Academy of Frisco. I acknowledge that I waive my right to read the confidential recommendation and the school report for the student listed above. I hereby authorize the release of information requested about my student's academic and personal records to Starwood Academy of Frisco.

Parent/Guardian Signature: _____ Date: _____

Registrar's Instructions:

This student has applied for admission to Starwood Academy of Frisco. Please send complete school records (see more information on record requirements below), including current year to date information.

Thank you for your assistance in the matter. These records must be faxed, emailed or mailed directly to Starwood Academy of Frisco and received by the Admission Team.

Fax/Email/Mail directly to:

Starwood Academy of Frisco
3443 Lebanon Road
Frisco, TX 75034
Fax: 972-703-4585
Email: admissions@starwoodacademy.com

Record Requirements:

- Grades
- Conference Reports/Progress Reports
- Developmental Checklists
- Standardized Test Scores
- School Absences/Tardies
- Current Teacher Comments or Evaluation Forms
- Discipline Reports

Please Return By: _____