



Records Release Form

For the Parent/Guardian:
Please complete, sign and return to St. Mary's Episcopal School.

I authorize St. Mary's Episcopal School to contact my daughter's current and/or previous schools for the release of school and health records and recommendations necessary for her application to St. Mary's Episcopal School.

Name of student _____ Date of birth _____

School currently attending _____ Current grade/class _____ Dates attended _____

School's address _____

City, state and zip _____

School's phone _____ School's fax _____

Principal or Director's name _____

I understand that the student evaluation forms, completed by school personnel, are confidential and not accessible to me. I hereby certify that I am the parent/guardian of the above-named child.

Parent/guardian _____
PARENT/GUARDIAN SIGNATURE DATE

Parent/guardian name _____
PLEASE PRINT

For the student's current school, preschool or daycare:
Please send copies of all records indicated below that apply to named student.

- 1 Current transcript
- 2 Transcript of all courses, grades and teacher comments for previous years
- 3 Scores for all the SSAT, ISEE, Aptitude, IQ, reading and achievement tests taken during previous years
- 4 Attendance records
- 5 Psychological reports or profiles
- 6 Health records
- 7 The accompanying recommendation form(s), completed by appropriate school personnel

Send to:

St. Mary's Episcopal School
 Office of Admission
 41 N. Perkins Rd.
 Memphis, Tennessee 38117-2499

Thank you.

St. Mary's Episcopal School does not discriminate on the basis of race, religion or national origin in the administration of its admission, financial aid, educational, athletic, extracurricular and other policies.