



Request for Academic Records Release

TO THE PARENT/LEGAL GUARDIAN:

Please complete the information below and submit this request directly to the Registrar or Head at your child's current or most recent school.

WAIVER: BY SIGNING BELOW, I AUTHORIZE THE RELEASE OF MY CHILD'S COMPLETE SCHOOL RECORDS TO WESTFIELD FRIENDS SCHOOL.

Name of Applicant _____ Applying for Grade _____

Parent/Guardian Signature _____ Date ____/____/____

TO THE REGISTRAR:

The student named above has submitted an application to Westfield Friends School. Please send us the following documents at your earliest convenience to complete the student's application file:

- ◇ A copy of the transcript of all courses and grades, including the current school year (If your school uses narrative comments rather than grades, please include these).
- ◇ A copy of results of all aptitude, IQ, and achievement tests taken.
- ◇ Any disciplinary records on file.

These documents will aid in our Admissions Committee's evaluation process and help ensure that we are able to effectively meet the student's educational and social needs. The documents can be mailed directly to:

Director of Admissions
Westfield Friends School
2201 Riverton Road
Cinnaminson, New Jersey 08077

Thank you in advance for your assistance.