

Transcript Release Form

Parent/Guardian request for Transcript Release

Please complete this form and submit to the school your son is currently attending. The school will then forward records directly to us.

Last Name	First Name	Middle Name
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Student Birthdate	Current Grade Level
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To school Registrar:

Please transfer photocopies of the following during the month of December:

1. Current year's report card
2. Transcripts of the past two years' academic grades and grade average
3. Testing scores (achievement, aptitude or interest with basic standards)

Please transfer at the end of the school year:

1. Attendance Records
2. Health Records
3. Minnesota Basic Test Scores

I give my permission to release the information listed above.

Signature of Parent or Guardian	Date
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School Registrars, please return by mail, or fax records to:

Saint Thomas Academy
Admissions Office
949 Mendota Heights Road
Mendota Heights, MN 55120

Phone (651) 683-1515

Fax (651) 683-1576

SAINT THOMAS ACADEMY

