

# TRANSCRIPT AND STANDARDIZED TEST RELEASE FORM



Dear Parent(s) or Guardian(s):

Please complete the information below, sign the authorization, and give this form to your guidance counselor (along with a stamped envelope addressed to Notre Dame Academy) requesting that they provide us with your daughter's transcripts and test scores.

Applicant Name \_\_\_\_\_

Current School \_\_\_\_\_

School Address \_\_\_\_\_

School Telephone \_\_\_\_\_

I give my permission for the release of my daughter's record to the Office of Admissions at the address below. This should entail all school records for the past three years including testing scores, grades, any standardized test results, and any other information concerning my daughter. The requested documents are to be sent directly to Notre Dame Academy by your current school. Transcript and test results will be used for purposes of admission only and kept strictly confidential. Thank you in advance for your assistance.

Parent/Guardian Signature \_\_\_\_\_ Date Records Requested \_\_\_\_\_

Please submit transcripts and standardized tests to  
Admissions@nda-worc.org  
or  
Notre Dame Academy  
Office of Admissions  
425 Salisbury Street  
Worcester, MA 01609