



# Saint Joseph High School

## TRANSFER STUDENT RECORD REQUEST

Attention Parent/Guardian: Please complete this section and submit to current High School Guidance Office

Student Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

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

### Parent/Guardian Authorization of Release of Records

*I authorize release of the records below.*

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## ATTENTION SCHOOL OFFICIAL

The student listed above is being considered for admission to Saint Joseph High School.  
We would appreciate if you would forward to the school the following materials:

- 1) A copy of his/her academic record (record of all courses, credits, and grades earned to date)
- 2) A copy of his/her most recent report card
- 3) A copy of any current accomodation plan (IEP, MFE, 504 plan etc.)
- 4) A copy of standardized testing scores
- 5) A copy of his/her discipline record

School Official's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Attention School Official:**

**Please return this form and requested documents to:**

Admissions Office

Saint Joseph High School, 800 Montana Avenue , Natrona Heights, Pennsylvania 15065  
724-224-5552 (tel) • 724-224-3205 (fax) • [www.saintjosephhs.com](http://www.saintjosephhs.com)