



## Transcript Request Form

Please complete this form and submit it to your child's current school.

My child, \_\_\_\_\_, is applying to enter grade \_\_\_\_\_ at Sacred Heart School.

Please forward the following to Sacred Heart School:

- My child's current report card
- My child's report card for the past 2 years
- Any standardized test results that my child has taken during the last two years

\*The above student is under consideration for admissions\*

**Admissions Office  
Sacred Heart School  
1625 Park Road NW  
Washington, DC 20010**

**Email: [shsadmissions@catholicacademies.org](mailto:shsadmissions@catholicacademies.org)**

I authorize the release of school records and recommendations to Sacred Heart School. I understand that the recommendations are confidential and will not be made available for student or parental review.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

*Thank you for your assistance!*