

DUE DATE: March 1



CHARLOTTE
COUNTRY DAY
SCHOOL

1440 Carmel Road | Charlotte, NC 28226
(704) 943-4500 | charlottecountrday.org

Request for Official Transcript

Applying for Grades 6-12

TO THE PARENT

*Please complete the information below and submit to your child's current or most recent school.
Some schools may require a fee to process a transcript.*

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DEAR REGISTRAR

One of your students is applying for admission to Charlotte Country Day School.

Please fax or mail the following information to the Admissions Office:

- Current report card
- Report cards with final grades from prior two years
- Any standardized test scores
- Other school records relevant to admissions (i.e. additional educational assessments, special program placement, IEP, disciplinary records, etc.)

Charlotte Country Day School
Admissions Office
1440 Carmel Road
Charlotte, NC 28226

Fax: (704) 943-4536

I authorize the release of transcripts to Charlotte Country Day School for:

Name of Applicant _____ Applying for Grade _____

Parent/Guardian Name (please print) _____

Parent/Guardian Signature _____ Date _____

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Deadline for first round consideration: March 1