

# METROLINA CHRISTIAN ACADEMY

## REQUEST FOR RECORDS



**METROLINA**  
CHRISTIAN ACADEMY  
ESTABLISHED 1992

I give Metrolina Christian Academy permission to contact the previous school to discuss my child(ren)'s records including disciplinary and family payment history (*where applicable*) before he or she will be enrolled at MCA.

I give my permission to the school listed below to forward all school records for the child(ren) listed. Please forward the following to Metrolina Christian Academy:

- Cumulative Record (including testing, final transcripts, report cards, immunizations, etc.)
- Exceptional Children record (including IEP, 504 plan, psychological testing, occupational therapy, speech therapy, etc.)
- **All Discipline Records** (including suspensions, expulsions, written admonishment, etc.)

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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

Current Grade: \_\_\_\_\_

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

Current Grade: \_\_\_\_\_

### Previous School Information

School Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

### **E-mail (preferable) or fax to MCA Admissions:**

Attn: Admissions Office  
[admissionsteam@fbcit.org](mailto:admissionsteam@fbcit.org)  
Phone: 704.882.3375  
Fax: 704.882.0631