

# AAIS TRANSCRIPT RELEASE AUTHORIZATION

(For Rising Grades 1 – 4)

**Instructions to parents/legal guardians:** Please complete the top portion of this form and ask the appropriate personnel at the applicant's current school to release the following for your child to the school(s) whose box(es) you have checked below:

1. Complete school record for the current year and prior two years       3. All standardized test results  
 2. Complete discipline record       4. Common Teacher/Principal Evaluation Form

**Applicant's Name:** \_\_\_\_\_ **Applying to Grade:** \_\_\_\_\_  
(First) (Middle) (Last)

**Current School:** \_\_\_\_\_ **School Phone Number:** \_\_\_\_\_

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

I, the undersigned, authorize you to release to the school(s) checked below a **certified copy** of my child's **complete school record (including grades, discipline record, and all standardized test results for the current year and two years prior)**. I also authorize you to send all end-of-year scores immediately upon availability. I understand that the school record, end-of-year scores, and the enclosed evaluation form become the confidential property of the school(s) and **are not subject to parental review**.

\_\_\_\_\_  
Signature of Parent or Legal Guardian

\_\_\_\_\_  
Date

## IMPORTANT – SCHOOLS PLEASE READ

The Atlanta Area Association of Independent Schools (AAIS) has created common transcript release and evaluation forms to make your efforts easier. We suggest that a copy of the completed evaluation form be placed in the student's file. This copy can then be used to provide evaluations to multiple schools, without additional work for the teacher. Please send a copy of the evaluation form with the transcript to the school(s) checked below.

### PARTICIPATING AAIS SCHOOLS

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> <b>Atlanta Girls' School</b><br>3254 Northside Pkwy.<br>Atlanta, GA 30327              | <input type="checkbox"/> <b>High Meadows School</b><br>1055 Willeo Rd.<br>Roswell, GA 30075                       | <input type="checkbox"/> <b>Porter Academy</b><br>200 Cox Road<br>Roswell, GA 30075                               |
| <input type="checkbox"/> <b>Atlanta Country Day School</b><br>8725 Dunwoody Pl. Ste. 2<br>Atlanta, GA 30350     | <input type="checkbox"/> <b>Holy Innocents' Episcopal School</b><br>805 Mt. Vernon Hwy. NW<br>Atlanta, GA 30327   | <input type="checkbox"/> <b>Springmont</b><br>5750 Long Island Dr. NW<br>Atlanta, GA 30327                        |
| <input type="checkbox"/> <b>Atlanta International School</b><br>2890 North Fulton Dr.<br>Atlanta, GA 30305      | <input type="checkbox"/> <b>The Howard School</b><br>1192 Foster St.<br>Atlanta, GA 30318                         | <input type="checkbox"/> <b>St. Benedict's Episcopal School</b><br>2160 Cooper Lake Rd. SE<br>Smyrna, GA 30080    |
| <input type="checkbox"/> <b>Ben Franklin Academy</b><br>1585 Clifton Rd.<br>Atlanta, GA 30329                   | <input type="checkbox"/> <b>King's Ridge Christian School</b><br>2765 Bethany Bend<br>Alpharetta, GA 30004        | <input type="checkbox"/> <b>St. Francis School</b><br>9375 Willeo Rd.<br>Roswell, GA 30075                        |
| <input type="checkbox"/> <b>The Children's School</b><br>345 Tenth St. NE<br>Atlanta, GA 30309                  | <input type="checkbox"/> <b>Landmark Christian School</b><br>50 SE Broad Street<br>Fairburn, GA 30213             | <input type="checkbox"/> <b>St. Martin's Episcopal School</b><br>3110-A Ashford Dunwoody Rd.<br>Atlanta, GA 30319 |
| <input type="checkbox"/> <b>Chrysalis Experiential Academy</b><br>10 Mansell Court E, #500<br>Roswell, GA 30076 | <input type="checkbox"/> <b>The Lovett School</b><br>4075 Paces Ferry Rd. NW<br>Atlanta, GA 30327                 | <input type="checkbox"/> <b>Trinity School</b><br>4301 Northside Pkwy.<br>Atlanta, GA 30327                       |
| <input type="checkbox"/> <b>Cumberland Academy of GA</b><br>650-A Mt. Vernon Hwy. NE<br>Atlanta, GA 30328       | <input type="checkbox"/> <b>Mill Springs Academy</b><br>13660 New Providence Rd.<br>Alpharetta, GA 30004          | <input type="checkbox"/> <b>The Walker School</b><br>700 Cobb Pkwy. N<br>Marietta, GA 30062                       |
| <input type="checkbox"/> <b>Eaton Academy</b><br>1000 Old Roswell Lakes Pkwy.<br>Roswell, GA 30076              | <input type="checkbox"/> <b>Mount Vernon Presbyterian School</b><br>471 Mount Vernon Hwy. NE<br>Atlanta, GA 30328 | <input type="checkbox"/> <b>Wesleyan School</b><br>5405 Spalding Dr.<br>Peachtree Corners, GA 30092               |
| <input type="checkbox"/> <b>The Friends School of Atlanta</b><br>862 Columbia Drive<br>Decatur, GA 30030        | <input type="checkbox"/> <b>Notre Dame Academy</b><br>4635 River Green Pkwy.<br>Duluth, GA 30096                  | <input type="checkbox"/> <b>Westminster</b><br>1424 West Paces Ferry Rd.<br>Atlanta, GA 30327                     |
| <input type="checkbox"/> <b>The Galloway School</b><br>215 W. Wieuca Rd. NW<br>Atlanta, GA 30342                | <input type="checkbox"/> <b>Pace Academy</b><br>966 West Paces Ferry Rd.<br>Atlanta, GA 30327                     | <input type="checkbox"/> <b>Whitefield Academy</b><br>1 Whitefield Dr.<br>Smyrna, GA 30126                        |
| <input type="checkbox"/> <b>GRACEPOINT School</b><br>570 Piedmont Rd.<br>Marietta, GA 30066                     | <input type="checkbox"/> <b>The Paideia School</b><br>1509 Ponce de Leon Ave.<br>Atlanta, GA 30307                | <input type="checkbox"/> <b>Woodward Academy</b><br>1662 Rugby Ave.<br>College Park, GA 30337                     |
| <input type="checkbox"/> <b>Heritage Preparatory School</b><br>1700 Piedmont Ave., NE<br>Atlanta, GA 30324      | <input type="checkbox"/> <b>Pinecrest Academy</b><br>955 Peachtree Pkwy<br>Cumming, GA 30041                      |   |