



9401 Starcrest Drive  
San Antonio, Texas  
78217  
Ph: (210) 483-9100  
www.smhall.org

## RECORDS RELEASE

**NOTICE TO PARENTS:** Please sign this form and give to the office of your child's current school so that they may send official records to Saint Mary's Hall.

Candidate's Full Name: \_\_\_\_\_  
First Middle Last

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Applying for Grade: \_\_\_\_\_

I HEREBY AUTHORIZE THE RELEASE OF THE BELOW-MENTIONED INFORMATION TO SAINT MARY'S HALL  
IN SAN ANTONIO, TX.

Signature of Parent or Guardian: \_\_\_\_\_

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

**NOTICE TO SCHOOLS:** The student above has applied for admission to Saint Mary's Hall in San Antonio, TX. Please send a complete official transcript (**including a current year report card or progress report, as well as the preceding two years' grades**), achievement test scores, IQ scores, health records, and any standardized test scores and comments to:

**Saint Mary's Hall**  
Office of Admission  
9401 Starcrest Drive  
San Antonio, TX 78217

Phone: (210) 483-9234  
Email: admission@smhall.org

This candidate's application will not be considered complete until receipt of all requested records by the Office of Admission.