

# Record Release Form

Please Return by February 7, 2020



Oregon Episcopal School

## Parent or Guardian

Please fill out the upper portion of this form and take it to the registrar or front office at your child's current school.

Applicant's Name \_\_\_\_\_

Applying to Grade \_\_\_\_\_

This student has applied for admission to Oregon Episcopal School for the 2020-21 school year. I request that a copy of all school records, **including academic and behavioral records and any standardized testing from the past two years and the current school year (including the first semester report card)**, be submitted to Oregon Episcopal School. Thank you for your assistance.

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

Date \_\_\_\_\_

## Registrar

Please complete this form and return it with copies of all school records, **including academic and behavioral records and any standardized testing from the past two years and the current school year's first semester report card.**

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

School Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

Registrar \_\_\_\_\_

Registrar or school office email \_\_\_\_\_

School Phone \_\_\_\_\_

Check this box if the first semester/trimester grades are not available. When will they be completed? \_\_\_\_\_

Grading Scale: \_\_\_\_\_ Passing Mark: \_\_\_\_\_

Student's Current Placement (Advanced or Regular): \_\_\_\_\_

Send this form and requested materials to the Admissions Office at Oregon Episcopal School by **February 7, 2020**. Records can be emailed to [apply@oes.edu](mailto:apply@oes.edu) or mailed to OES Admissions, 6300 SW Nicol Road, Portland, OR 97223.