



2020-2021  
Student Record  
Release Authorization

**To Parents/Guardians:**

*Please complete the information below and give this form to an official at your child's current school. The school should return this form with an official copy of your child's transcript, including first semester grades from the current year, directly to Good Shepherd.*

Applicant's Name: \_\_\_\_\_  
First Middle Last

Birthdate: \_\_\_\_\_ Present Grade: \_\_\_\_\_ Applying for Grade: \_\_\_\_\_

**I hereby authorize the release of the requested information to Good Shepherd Episcopal School.**

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**To the Head of School, Principal, Director or Registrar:**

The student whose name appears above is applying for admission to Good Shepherd Episcopal School for the 2019-2020 academic year. Please send the complete transcript including current report cards, previous report cards and comments, and standardized test scores directly to Good Shepherd. The transcript must be received no later than January 24, 2020. If your school does not issue grades or comments, please send a letter acknowledging receipt of this form, noting that you do not issue grades. Thank you for your assistance.

\_\_\_\_\_  
**Name of School**

\_\_\_\_\_  
**School Address, City, State, Zip Code**

\_\_\_\_\_  
**Signature and Title of School Official**

**Please mail directly to:**  
Good Shepherd Episcopal School  
Office of Admission  
11110 Midway Road  
Dallas, Texas 75229

**Or email to:**  
admissions@gседallas.org