



COLUMBIA GRAMMAR & PREPARATORY SCHOOL

Office of Admission
36 West 94th Street
New York, NY 10025

212-749-6200 tel
212-961-3105 fax
admissions@cgps.org

Name of Candidate: _____ Applying for Grade: _____

Current School: _____

PARENT INSTRUCTIONS

Please fill out this form, sign it, and forward it to the school in which your child is currently enrolled.
DO NOT return this form to Columbia Grammar & Preparatory School.

I give permission to release the requested student information. I understand that this report is confidential between the sending school and Columbia Grammar & Preparatory School.

Parent's Signature: _____ Date: _____

SCHOOL INSTRUCTIONS:

The student currently enrolled in your school has applied to Columbia Grammar & Preparatory School. If there is any reason why this student should not be considered for admission at this time, please notify us.

We require information that covers the **CURRENT (2021-2022)** academic year: a school report, a transcript of academic records, test results, and recommendations. All information should be sent directly to us and will be considered confidential.

All school information is due by **January 14th** (preferably sooner). Thank you for your prompt response.

Please note that this form is available on our website at www.cgps.org

Transcript Release Grades Pre-Kindergarten-12