



**McNicholas**  
HIGH SCHOOL

## Release of Records Authorization

**Parents:** Please submit this form to your *current school's office*. We ask that you do not send this form to McNicholas.

**Grade/Middle School:** Please forward records to: admissions@mcnhs.org

or

**McNicholas High School  
Office of Admissions and Enrollment  
6536 Beechmont Avenue  
Cincinnati, OH 45230  
(513) 231-3500 x5820**

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Student Name

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Current School

Please release to McNicholas High School the above mentioned student's:

1. Report cards for grades 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup>. (8<sup>th</sup> grade report cards after 1<sup>st</sup> Quarter/Trimester)
2. Attendance records (if not included on report cards)
3. Discipline records, if applicable
4. Standardized Test Scores/Proficiency Test scores.
5. Evaluation Team Report (ETR)
6. IEP/SP or 504 Plan.

I authorize that the above records for my son/daughter may be sent to McNicholas High School as part of its admissions process.

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Parent/Guardian **Signature**

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Date

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Parent/Guardian **Printed Name**