



Bishop McNamara High School

A College Preparatory Coeducational Catholic School
Sponsored by the Brothers of the Holy Cross

Bishop McNamara High School
Admissions Office
6800 Marlboro Pike
Forestville, MD 20747-3270
P: 301-735-8401

Request for Academic Records for All Applicants

PARENTS/GUARDIANS: Please fill out and submit two copies of this form:

First copy - upload to your MACCESS account

Second copy - provide to your student's current school

Screenshots will not be accepted. **Parents are responsible for insuring all pertinent records are sent by stated deadlines.**

Applicant's Name: _____ Current Grade: _____

Applicant's Address: _____

Current School: _____

Current School's Address: _____

Applicant's Guidance Counselor/Registrar: _____

Guidance Counselor/Registrar Email: _____

Mother/Guardian's Name: _____

Father/Guardian's Name: _____

I will request the Registrar of the current school to send a copy of official school records for the student named above to Bishop McNamara High School for the purpose of admission review and academic placement.

The following official school records are required:

1. Report cards for the current and prior academic years
2. Results of most recent standardized achievement and aptitude tests
3. Records of attendance and disciplinary actions
4. Two completed teacher evaluation forms (not required for ADW Catholic School 8th grade applicants to 9th grade)
5. If applicable, copies of psycho-educational testing, evaluation or educational plans

Signature of Parent/Guardian: _____ **Date:** _____

School Submission Instructions: Due to the uncertainty of COVID-19, we're going paperless! Please scan and email school documents in 1 file per student to admissions@bmhs.org. We also accept documents via Parchment. Should you have any questions, please contact us at admissions@bmhs.org.

