

**Northley Middle School
Penn-Delco School District
Aston, Delaware County, Pennsylvania 19014**

**PERMISSION FOR RELEASE
OF SCHOOL INFORMATION TO A THIRD PARTY**

I hereby authorize the Principal and/or Guidance Department to release a copy of (or have access to) the selected parts of the following records:

Student Name: _____ **DOB:** _____ **Today's Date:** _____

Send To: _____

Institution Name

Address

City State Zip Code

PLEASE INDICATE THE RECORDS YOU ARE WILLING TO HAVE US RELEASE:

- ☐ Transcript (Includes all courses taken, marking period grades and final grades earned)
- ☐ Official Administrative Record (demographic information, standardized test scores, attendance, and discipline)
- ☐ Health Records
- ☐ Psychological Examinations

**** Application deadline:** _____

Parent Signature

Date

FOR OFFICE USE ONLY

Date request received: _____

Date transcript prepared: _____

Date transcript mailed: _____

Counselor's approval: _____

Other:

☐ Recommendations Letters (# of letters attached: ____)

☐ Counselor portion (if applicable)