



Transcript Request Form

Please submit to the student's current school

Student's Name:

Name of School:

Street Address:

City:

State:

Zip:

The student referenced above has applied for admission to The Discovery School. If the applicant enrolls at TDS, we will request the cumulative file at the end of the school year.

Parental permission is no longer required when authorized school personnel request records. Family Educational Rights & Privacy Act, Final Rule on Educational Records. Federal Register, June 17, 1976, Vol.41, No. 118, page 24673.

Please send us an official transcript showing the applicant's:

1. Current grades earned to date.
2. Final grades from the past two years (if applicable).
3. Standardized testing scores or similar assessments.
4. Attendance Record
5. Standardized testing and/or developmental assessments
6. Discipline Record, if applicable

We also request that the child's current teacher complete:

1. Teacher Recommendation Form

Please return all documents to:

The Discovery School: Office of Admissions
102 15th Street South
Jacksonville Beach, FL 32250

Email to: admissions@thediscoveryschool.org