



Roman Catholic High School

Transcript Request Form 2024

The laws of confidentiality require your son's school to have your permission before releasing his transcript, conduct and attendance reports. Please sign this release form and submit it to your son's current school. After submitting this form, your son's school will know the required forms needed to begin the enrollment process.

Print Applicant's Name _____

Applicant's 2024-25 Grade: _____

Primary Phone: _____

Applicant's Present School: _____

School Phone: _____

Parent's Signature: _____ **Date:** _____

By signing this form, I authorize the release of all transcript, conduct and attendance records for the applicant.

To the Applicant's Principal or Dean of Students...

Upon receipt of this form, please send over the required documents:

- Up to date transcripts
- Most recent end of year report card
- Most recent standardized test scores
- Most recent IEP, Psycho Ed. Evaluation or 504 Plan (if applicable)
- Conduct Report, including all infractions, demerits or detentions
- Attendance Record

All files can be sent electronically to Admissions@RomanCatholicHS.com or by mail to 301 N. Broad St. Philadelphia, PA 19107 Attn. Admissions

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