



St. Agnes Catholic Academy

122 Harbor Drive
Key Biscayne, Florida 33149
Tel: 305-361-3245
Fax: 305-361-6329

RELEASE OF RECORDS AUTHORIZATION

Student's Name: _____
(Please print) First Middle Last

Date of Birth: _____

Entering Grade: _____

The following records are to be released to St. Agnes Catholic Academy:

- Transcript of scholastic grades and the marking system used
- Standardized test scores
- Attendance record
- Psycho-Educational evaluations or diagnostic evaluations
- Discipline reports (Miami-Dade County Public Schools) or computerized discipline report

The records indicated above should be released in a sealed envelope to:

**St. Agnes Catholic Academy
Admissions
122 Harbor Drive
Key Biscayne, Florida 33149**

This section is for schools outside of the United States only: Transcripts in a foreign language must be translated into English and certified by a United States Consul. In addition to the mark received for each subject, foreign transcripts must show the number of classroom hours per week for each subject. If a mathematics course was taken, please indicate course content if the title is not self-explanatory. With this information, we can determine the student's placement in our curriculum.

Name of school releasing record:

Name Phone Number

Address City State Zip Code Country

I hereby grant permission for the release of the above record(s). I agree that I will not seek access to confidential evaluation materials or school record(s), as they become property of St. Agnes Catholic Academy.

Parent or Guardian Signature

Date

"JOY is our call to action: Jesus first, Others second, Yourself last."

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