SkyView Academy

6161 Business Center Drive
Highlands Ranch, CO 80130

Parent Request For SVA Records

Please print legibly. The form can be emailed to enrollment@svak12.org or dropped off at the front desk in the lobby (attention Registrar).

*Official high school transcript information can be found on our website under Contact Us > Transcript Request.

Student Legal Name: _____

Date of Birth: _____ **Current Grade Level:** _____ **School Year:** _____

Requested Student Records (check all that apply)

High school unofficial transcript (available on Parent Portal under Documents)
Middle school transcript (available in Parent Portal under Documents)

_____ Report cards for grade level(s): _____
_____ Attendance
_____ Discipline
_____ State Standardized Tests
_____ Other: _____

Please choose one of the methods below for sending or picking up records:

- School Name: _____
  Address/Email/Fax: _____
  _____
- Parent via pick up at school: _____ (We will email when it is ready)
- Parent via email: Email address: _____

Please allow 2-3 business days for processing.

Parent Name: _____ Signature: _____
Date: _____

For Office use: Date received: _____ Date sent: _____ Notified: _____