VALLEY CHRISTIAN SCHOOLS™
Quest for Excellence

"Do it heartily as to the Lord." Col. 3:23

APPLICANT TRANSCRIPT AND STANDARDIZED TESTING REQUEST FORM
VALLEY CHRISTIAN SCHOOLS

INSTRUCTIONS TO THE PARENT:

a. Please do not ask the school to mail or email VCS transcripts, report cards, or standardized test scores. Instead, request the documents from the school office with this form and, after receiving these, you must log into your student's online application account, and upload the documents as part of the application process.
b. Please give this completed form to your current school's Registrar.

This information is confidential and used only by the Admissions Office and Administration at Valley Christian Schools.

PARENT AUTHORIZATION FOR RELEASE OF RECORDS AND RECOMMENDATIONS: The undersigned parent or legal guardian is hereby authorized, and consents to, the release of any and all education records, recommendations, and any other such information from any educational institution as may be requested by the Admissions Office at Valley Christian Schools.

STUDENT _____ _____
LAST NAME FIRST NAME MIDDLE NAME DATE OF BIRTH

PARENT/GUARDIAN _____ **PHONE** (___)_____
LAST NAME FIRST NAME

CURRENT SCHOOL _____ **CITY:** _____

SIGNATURE OF PARENT/GUARDIAN_____

INSTRUCTIONS TO THE SCHOOL: The above-named student is an applicant for admission to Valley Christian Schools. We are requesting a current transcript and most recent available standardized test results (i.e. CAASPP, IOWA, etc.). Please return all documents to the parent, who is responsible for uploading these documents to their student's online VCS application account. *If the student is admitted and chooses to enroll at Valley Christian, VCS will directly contact your school during the summer to request their official final transcripts and cumulative records at that time.*

Transcripts and Standardized Testing for **Kindergarten – 9th grade** priority consideration are due on or before **December 8, 2025**. **For 10th-12th Grade transfer students**, please submit on or before **March 23, 2026**. Late applications are considered if space is available.

For questions, please contact:
VCS Admissions Office
admissions@vcs.net

100 Skyway Drive Suite 110, San Jose, CA 95111
(408) 513-2400 FAX (408) 513-2424
vcs.net