

# Transcript Release Authorization



## Attention Parent/Guardian of Applicant

The admission process requires that we have an academic transcript and testing data for each applicant in order to evaluate a student's capabilities and performance. **Please sign this form and send or take to the office of the school your child is presently attending.**

**I consent to the release of my student's records to Pine Tree Academy.**

\_\_\_\_\_  
**Parent/Guardian Signature**

\_\_\_\_\_  
**Date**

Student Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_

### Information Requested:

1. Transcript of academic records for the previous school years.
2. Progress report or transcript for courses now in progress and most current grades for the current school year
3. Results of previous achievement tests
4. Educational or psycho-educational testing and/or evaluations

### When enrolled:

1. Final grades
2. Health records

### Attention Current School:

Please keep this request on file. You will be notified if this student enrolls at Pine Tree Academy so that the final materials can be sent. We appreciate your cooperation and thank you in advance for your assistance.

Please send the requested information to:

Admissions Committee  
Pine Tree Academy  
67 Pownal Road  
Freeport, ME 04032

Ph: 207-865-4747  
Fx: 207-865-1768