

**TRANSCRIPT and SCHOOL RECORDS REQUEST FORM  
(School's Copy)**

**To the Guidance Department:**

I hereby authorize school officials to release the following school records to Marist Upward Bound on behalf of my child,

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(Print student's name)

- Transcript including final grades from the last two school years
- Most recent report card for current school year
- IEP report (*only where applicable*)
- Grade 8 New York State Standardized test scores in English Language Arts (ELA) and Mathematics
- Attendance and Disciplinary reports

**Eighth Graders must include the following:**

- Middle School New York State Standardized test scores in English Language Arts and Mathematics (8<sup>th</sup> grade scores must be submitted in September).

Upon enrollment in Upward Bound, I authorize school officials to release requested academic or personal information to Marist Upward Bound until all graduation requirements are met. I also authorize Upward Bound to release similar program information to other agencies conducting business with Upward Bound.

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Print Name

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Parent Signature

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Date