



## Records Release Form 2020 - 2021

**Directions:** Please fill in the applicable information, sign below, and then give this form to the Registrar of the school **you are currently attending.**

Date:	
Name of Current School:	
Current School Address:	
Current School Telephone Number:	
Name of Student:	
Grade in 2019 - 2020:	
Date of Birth:	

Dear Registrar,

This above-named student has enrolled at The Madeira School in McLean, Virginia. She attended your school during the 2019 - 2020 academic year. Please send us the following information:

- Final official transcript (send at the end of your current academic year)
- Test Scores

Your prompt attention to this request is appreciated.

Sincerely,

Carol Curry  
The Madeira School

<b>Parental permission for release of records</b>	
I hereby give permission for the release of all school records for my daughter.	
_____	_____
Parent Signature	Date

<p><b>Please send transcripts and test scores to:</b></p> <p>Carol Curry The Academic Office The Madeira School 8328 Georgetown Pike McLean, VA 22102 Telephone: 703.556.8254</p>
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