



THE ISLAND SCHOOL

25-26

RECORDS REQUEST FORM

INSTRUCTIONS

Please complete the parent/guardian section of this form and submit it to your child's current school.

TO BE COMPLETED BY A PARENT/GUARDIAN

Applicant's Full Name: _____ Date of Birth: _____

FERPA PERMISSION

Under the provisions of Public law #93-380, I hereby give permission for you to release the requested records for the above-named student to the The Island School. The school receiving these records uses them for the purpose of evaluating applications for admission to their school.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____

TO BE COMPLETED BY SCHOOL ADMINISTRATOR OR REGISTRAR

Please provide the contact information below and send a copy of this completed form with any records.

Name of School: _____ Name of Registrar: _____

Phone: _____ Email: _____

Please send the following to The Island School:

- Transcripts or progress reports from the previous two academic years
- The first report cards from the current academic year
- Standardized testing (if available)
- Attendance reports (if available)
- Discipline records (if applicable)

MAIL TO:

The Island School
ATTN Admissions
8553 NE Day Road
Bainbridge Island, WA 98110

OR EMAIL TO:

Admissions@theislandschool.org