

SCHOOL RECORDS REQUEST AND RELEASE FORM
(Please submit this form to the school guidance department to retain in their files)

Please submit all records as soon as possible.

To the Guidance Department:

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

(Print student's name)

- Transcript including final grades from the last three school years
- Most recent report card for current school year
- IEP report (*only if applicable*)
- New York State Standardized test scores in English Language Arts (ELA) and Mathematics taken to date
- Attendance and Disciplinary reports
- Progress and Quarterly report cards after program enrollment

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.

Print Name

Parent Signature

Date