



## REQUEST FOR ACADEMIC RECORDS

It is necessary for your child's school to obtain your written consent in order to release academic records to CEC. Please sign the form below and submit it to the Principal or Guidance Counselor of your child's school.

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Student's Name

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Current School

Current Grade

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Parent/Guardian Signature

### **Principal/Guidance Counselor/Dean of Students**

#### **Please forward the following:**

- 7th and 8th grade transcripts (including most recent report cards and progress reports)
- Most recent standardized test scores
- Any information regarding an IEP, or other private educational evaluations.
- Records for immunizations and other necessary medical records.

### **For Transfer Students**

#### **Please forward the following:**

- Most recent high school transcript
- Most recent standardized test scores
- Any additional information deemed appropriate by school officials

**Attn: Admissions**  
Conwell-Egan Catholic High School  
611 Wistar Rd.  
Fairless Hills, PA 19030

P 215-945-6200

F 215-945-6206

[krice@conwell-egan.org](mailto:krice@conwell-egan.org)