

Grade Applying For: \_\_\_\_\_

Academic Year Applying For: \_\_\_\_\_

You may submit this form directly to your child's school to expedite the process. In many cases, they will have the records ready for you to pick up in a sealed envelope. Please bring the records in the sealed envelope and deliver to the admissions office at your earliest convenience.

Today's Date: \_\_\_\_\_

## Cumberland Christian Academy Records Release Authorization Form



\_\_\_\_\_/\_\_\_\_\_  
Full Name of Student Current/Completed Grade Level

\_\_\_\_\_  
Last School Attended:

\_\_\_\_\_  
School Address: \_\_\_\_\_  
Street City State

\_\_\_\_\_  
Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

- \_\_\_\_\_ Academic Record
- \_\_\_\_\_ Report Card
- \_\_\_\_\_ IEP Record
- \_\_\_\_\_ Test Data
- \_\_\_\_\_ Disciplinary Record
- \_\_\_\_\_ Immunization Record
- \_\_\_\_\_ Other records/information maintained by the school regarding student

**PARENT SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Attention School Administrator:

Please retain a copy of this form as record of Parent Permission to release records..

Please send a copy of all records, including most recent report card/transcript and discipline report to:

Cumberland Christian Academy  
Attn: Admission Office  
2356 Clay Rd.  
Austell, GA 30106  
Fax 678-945-0224

Thank you for your assistance.

Please contact our Admissions Office directly at **678-426-1600 ext. 1** if you have any questions.