The Spence School

Permission to Release Records

TO THE PARENT

Please fill in, sign this form and send it to your child’s present school. A completed report is a necessary part of your application to The Spence School.

Name of candidate

Applying for grade

I give permission to release a copy of the requested student record data.

Signature of parent or guardian

Date

TO THE SCHOOL

For Kindergarten and Grade 1, please send the ISAAGNY information sheet for applicants by December 15.

For Grades 2-11, please send us reports from the last two years, as well as from the current semester for the above named applicant. It will be used only in the admissions process, and all information will be treated confidentially.

Thank you for completing this report.

Susan Parker, Director of Admissions

The Spence School adheres to a long-standing policy of admitting students of any race, color, religion, sexual orientation and national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, religion, sexual orientation or national or ethnic origin in the administration of its educational policies, admission policies, scholarship or athletic and other school-administered programs.