



NOTRE DAME HIGH SCHOOL

CHARACTER • COMPASSION • CONFIDENCE

Transfer Record Release Form

Instructions for Parents: Do not submit this form to Notre Dame High School. Please submit this form to your child's current school. This form must be completed by a parent or legal guardian. Please bring this form to your child's current school so they may send the documents listed below to Notre Dame High School.

Instructions for School Offices: Please submit the items listed below to the Office of Admissions at Notre Dame High School in West Haven. All school documents submitted are confidentially protected. These records may include identifying information, date of entry and withdrawal, previous school attended, attendance information, scholastic grades, standardized test information, disciplinary reports, and special education information, if applicable. If the applicant has an active IEP, 504 Plan, and/or Attention Deficit Disorder (with or without hyperactivity), please forward all applicable paperwork including, but not limited to: IEP(s), 504(s), doctor diagnosis, and psychoeducational paperwork. Applicant files CANNOT be reviewed until all of the necessary documentation is sent to Notre Dame. Items may be mailed or emailed.

Email: admissions@notredamehs.com

Mailing Address: Notre Dame High School, Attn: Office of Admissions, 1 Notre Dame Way, West Haven, CT 06516

Student's Name: _____

I give my permission to **(Name of current school)** _____
to provide the following information concerning my child to the Admissions Office at Notre Dame High School:

- **Sophomore Applicant: 8th and 9th grade report cards**
- **Junior Applicant: 9th and 10th grade report cards**
- **Senior Applicant: High School transcript and current year grade report**
- **Current year grades or progress reports (when available)**
- **Results from Connecticut Mastery Tests, PSAT's, or any other standardized test scores**
- **Recommendation from School Counselor or Principal (if not done online)**
- **Recommendation from English or Math Teacher (if not done online)**
- **Discipline and/or Behavioral Record (if applicable to student)**

Signature of Parent/Legal Guardian:

_____ **Date:** ____/____/____