

# GIRARD

## COLLEGE

### SCHOOL RECORDS RELEASE FORM

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Name of Student: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

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The student listed above is currently applying to Girard College. Please forward the following documents to our offices and include official copies of above named student's record:

1. Academic Folder(s)
  - **Most Current Reports**
  - **Final Report from the previous school year**
2. Student's Transcript/Attendance records
3. Discipline Records
4. Results of the most current standardized assessments (Benchmarks, State Assessments, etc.)
5. Any other pertinent information

If applicable, also include:

1. The most recent Individual Education Plan (IEP)
2. The most recent 504 Plan
3. The most recent Comprehensive Evaluation Report (CER)
4. Behavioral support plan
5. Any psychological testing evaluations

***School Administrator - Please forward all information directly to:***

Girard College  
Enrollment Management Office, Admissions Box #121  
2101 S. College Avenue  
Philadelphia, PA 19121-4897  
Fax: (215) 787-4402  
Email to: [admissions@girardcollege.edu](mailto:admissions@girardcollege.edu)