



Sandia Preparatory School
532 Osuna Road NE
Albuquerque, NM 87113
Fax (505) 212-0109
sandiaprep.org

AUTHORITY TO RELEASE SCHOOL RECORDS

Parents: Please complete this form and deliver it to your child's current school registrar.

I hereby authorize

Current School

Address

City

State, Zip Code

Registrar

Registrar Phone Number

Registrar Email

Registrar Fax Number

to furnish complete educational records (including academic, discipline, and behavioral notes) for

Child's Name

Child's Current Grade

Child's Birthdate

For applicants in Grades 7 through 12, I further authorize Sandia Prep to contact my child's current school administration and faculty as needed for the purpose of admission.

Parent/Guardian

Signature

Date

CURRENT SCHOOL

School Registrar: Within seven (7) days of receiving this form, please fax or email this sheet and the following items to:

Sandia Prep Admission
FAX: 505-212-0109
admission@sandiaprep.org

1. Transcript of grades (include grades from current year and previous two years only)
2. Standardized test scores (Iowa, Stanford, ERB, NM-MSSA, etc.)
3. Parents: By law, Sandia Prep is not allowed to request a copy of your child's IEP (if applicable) from his/her current school. However, in an effort to best serve your child's learning needs, we welcome IEPs and conversations regarding your child's learning style during the application process.