



Request for Release of School Records

Applicant's Name _____

Parents'/Legal Guardian's Name _____

My child has applied to Skyuka Hall. The following materials are required for the admissions process at this school:

School Report: form and official school report which should include the following:

- Official Transcript/ Report Cards (current grades and grades from previous years)
- Grades from the first semester of this year
- Results of Standardized Testing
- Disciplinary Records (including records of behavior as well as records relating to withdrawal and/ or dismissal), if applicable
- Records of Attendance
- Any IEP

My signature grants permission to submit and release the required recommendations and my child's official school records to Skyuka Hall, as indicated, and acknowledges my waiver of access. I will not seek access to any of the confidential information submitted for the purposes of admissions and academic counseling, including teacher and personal recommendations, admission staff notes and correspondence, and any other documents related to the admissions file, regardless of the admission decision.

Parent/ Legal Guardian _____

Parent/ Legal Guardian _____ Date _____

My child's records should be released and delivered to the Admissions at Skyuka Hall:

Aletta Kinsey, 1200 Mountain Creek Road, Suite 300, Chattanooga, TN 37405
(423) 877-9711, (423) 876-0398 Fax, akinsey@skyukahall.org