

Records Release Form



1 To the Parent:

Please fill out the form below. Send a photocopy to Watkinson (address below); **deliver the original form to the school in which your child is currently enrolled.**

From: _____
(Parent or Guardian's Name)

Re: _____
(Student's Name)

Please accept my signature as authorization to release the following information to Watkinson School.

Please provide this information as soon as possible:

- Educational Records
Official transcript—to include report cards, teacher comments, standardized test score reports for current year and previous two years.
- Individualized Testing—I.E.P., P.P.T., etc. (if applicable)
- Attendance and disciplinary records

Signed: _____ Date: _____
(Parent or Guardian)

2 To the School Official:

Please send the information stipulated above to the following address:

Admissions Office
Watkinson School
180 Bloomfield Avenue
Hartford, CT 06105-1096
860/236.5618
admissions_info@watkinson.org