



*Trinity School
Admissions Office Grades 5-12
139 West 91st Street
New York NY 10024*

Telephone: 212. 932. 6819

Fax: 212. 932. 6812

PERMISSION TO RELEASE RECORDS

Dear Parent:

Please fill in, sign this form, and **SEND IT TO YOUR CHILD'S PRESENT SCHOOL**. An official report (that must include work from the first term of the current school year, as well as work from the preceding school year) is a necessary part of an application to Trinity School.

Name of Candidate _____ Applying for Grade _____

I give permission to release a copy of the requested student record.

Signature of Parent

To the School:

Please send us an official transcript for the above named applicant. It will be used only in the admissions process, and all information will be treated confidentially. We require a transcript that **includes a first term report from the current school year, as well as all terms from the preceding year**. A document **received in early January** would be of greatest value to us. Thank you for your cooperation.

Jan Burton
Director of Admissions

Trinity School admits students of any race, color, religion, and national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the School. It does not discriminate on the basis of race, color, religion, disability, or national or ethnic origin in administration of its educational policies, admissions policies, scholarship or loan programs, athletic or other school administered programs.