



Records and Confidentiality Release Form

New Orleans Adventist Academy

To Applicant:

Please type or print your name and fill out form. **Official transcripts must come directly from your previous school.**

Applicant's Name _____ Current Grade _____

Previous School Name _____

School Address _____
Street Address / P. O. Box

City State Zip Country

School Phone: (____) _____ - _____

School Fax: (____) _____ - _____

To the Parent / Guardian

Please read and sign the statement below.

For the student named above, I authorize the release of school records: an official transcript of all grades, cumulative folder, and medical folder, as well as the results of academic testing. I acknowledge that I waive my right to read the confidential teacher recommendations and the school report.

Signature of Applicant's Parent or Guardian _____ Date _____

Office Use Only

To Applicant's Current School:

We are requesting the following: Official Transcript Cumulative Folder Medical Folder

The files should include all grades earned for courses taken to date, attendance, the scores for aptitude and achievement tests, and if applicable, first semester grades for the current year as soon as they become available. **Please note that a copy of this form should be included with transcripts.**

Public Law 93 – 380, regarding the “**Release of School Records**,” has been modified by **SB 182, articles, Privacy of Pupil Records 10947**, which reads: A school district is not authorized to permit access to pupil records to any person without parental consent or under judicial order except that:

- a) Access shall be permitted to the following: Officials and employees of other public schools or school systems including local, county, or state correctional facilities where educational programs leading to high school graduation are provided. Where the pupil intends to or is directed to enroll subject to the rights of the parents is provided in **Section 10939**.

Thank you for your assistance. Should you have any questions, please contact us via the information below:

Business Office
New Orleans Adventist Academy
Address

Website

Phone: (504) 240 - 2227
Fax: (504) 240 - 2692
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New Orleans, Louisiana 70127
noacademy.org