



# NORTHERN LIGHT SCHOOL TRANSCRIPT RELEASE REQUEST

(Students Applying to Grades 1-8 only)

Please send transcripts to:  
Admissions Office, Northern Light School  
3710 Dorisa Avenue, Oakland, CA 94605  
Phone: (510) 957-0570 Fax: (510) 957-0559

## TRANSCRIPT RELEASE and CONFIDENTIALITY FORM

**To the Student:** Please type or print your name and give this form to your current school's office with a stamped envelope for each of the schools to which you are applying. Transcripts can also be faxed to 510-957-0559. Official transcripts must come directly from your school.

Student Name \_\_\_\_\_ Current Grade \_\_\_\_\_

Applying to (School Name): **NORTHERN LIGHT SCHOOL**

To (Name of Current School): \_\_\_\_\_

**To the Parent/Guardian:** Please read and sign the statement below.

For the student name above, I authorize the release of school records, including an official transcript for all grades for the past two years as well as the results of academic testing. I acknowledge that I waive my right to read the confidential teacher recommendation and the school report.

\_\_\_\_\_  
Signature of Student's Parent/Guardian

\_\_\_\_\_  
Date

**To Student's Current School:** Please send this student's official transcript for the past two years (2014-2015 and 2015-2016). This should include all grades earned for courses taken to date, attendance, the scores of aptitude and achievement tests, and 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 the transcripts.

Thank you for your assistance. Please do not hesitate to contact our school office should you have any questions or concerns.