



Request for Release of School Records

To Whom It May Concern:

The student named below is applying to Pacific Academy Irvine. This form is an official request for the release of the following documents. Please note: the student has **not yet been accepted** by Pacific Academy. Do **not** send cumulative records at this time. Thank you for your assistance.

Student Name: _____

Grade: _____ **Date of Birth:** _____

I hereby authorize the release of the following school records from:

School Name: _____

School Address: _____

City: _____ **State:** _____ **Zip:** _____ **Country:** _____

Registrar's Email Address or School Phone Number:

Requested Records:

- Official academic transcripts or report cards
- Health and immunization records
- Discipline record
- Attendance record
- Test scores (including but not limited to CELDT and CST)
- Documentation of any student learning disabilities
- Any additional information relevant to the student

Parent/Guardian Signature

Relationship

Date

Please send records to:

Admissions Office
Pacific Academy Irvine
4947 Alton Parkway
Irvine, CA 92604
E-mail: admissions@pacificacademy.org
Fax: (949) 398-5289