



WESTMINSTER
ACADEMY

Biblical Fidelity | Devotional Vitality | Intellectual Integrity

**TRANSCRIPT RELEASE
AUTHORIZATION &
PRINCIPAL/HEADMASTER
QUESTIONNAIRE**

PARENT INSTRUCTIONS

- Complete student information at the top of the form and sign in order to authorize release of school records
- Provide the form to your current principal or head of school
- The school official should complete and return this form along with all pertinent records to Westminster Academy via email- admission@westminsteracademy.org

My child is an applicant for admission to Westminster Academy. I hereby authorize you to release any of the following applicable records to Westminster Academy: a copy of the complete transcript, current report card, attendance records, behavioral/discipline records, standardized test results, and health/immunization records. Please send all information directly to the Admissions Office at Westminster Academy.

FULL NAME OF APPLICANT

CURRENT GRADE LEVEL & GRADE LEVEL APPLYING FOR ADMISSION

CURRENT SCHOOL NAME & PHONE NUMBER

PARENT SIGNATURE & DATE OF REQUEST

SCHOOL OFFICIAL INSTRUCTIONS

Thank you for taking time to complete this evaluation. Westminster Academy appreciates an honest assessment of the above named student. All information will be kept confidential, will not be released, nor will it become a part of the applicant's permanent record. Please return this form with the other materials directly to the Admissions Office of Westminster Academy via email- admissions@westminstertampa.org.

PRINTED SCHOOL OFFICIAL NAME

SCHOOL PHONE, EMAIL, & ADDRESS

SCHOOL OFFICIAL SIGNATURE & DATE

Please submit the following information with this form:

- Current year grades
- Grades from previous three years,
- Standardized test scores
- Discipline record
- Attendance record
- Health/immunization records
- Psycho-educational testing, IEP, 504 Plan, etc.
- School profile

1. How well do you know the student academically? _____
2. How well do you know the student as a person? _____
3. What grades does the school serve? _____
4. How many students are in the entire school? _____
5. How many students are in the entire grade level? _____
6. Please comment on the applicant's attitude toward school.

7. To your knowledge, does the student have any history of conduct or behavior problems?
 Yes No

If yes, please explain:

8. Has this student ever been dismissed, suspended, placed on probation, or received other serious disciplinary sanction? Yes No

If yes, please explain:

9. Does the applicant have a history of any learning disabilities? Yes No

If yes, please explain:

10. What are the first three words that come to mind to describe this student?

a. _____

b. _____

c. _____

11. Please include any other information that may be helpful to us.
