



## REQUEST FOR TRANSCRIPTS

**Instructions:** Part of the admission process is a review of the applicant's current transcripts, report cards, and instructor comments. Please return this form with the completed application to the Menaul School Admission Office.

### Parents:

Applicant's Name \_\_\_\_\_ Current Grade \_\_\_\_\_  
Last First Middle

Releasing School \_\_\_\_\_

School Address \_\_\_\_\_  
Street City/State Zip Code

*I hereby give my permission to release my child's complete 2011-2012 educational records to:*

**Ericka Paul, Assistant to Admission  
Menaul School  
301 Menaul Blvd. NE  
Albuquerque, NM 87107**

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### Schools:

Please return the following items to the Admission Office at Menaul School by **February 1, 2012**:

- Transcripts/report cards of current grade and two previous grades.
  - 2011-12 Academic Year
  - 2010-11 Academic Year
  - 2009-10 Academic Year
- Standardized test scores.
- Instructor comments (current and previous two years).
- Diagnostic evaluations (if applicable).
- Gifted evaluations (if applicable).