



# DeLaSalle High School Authorization to Release Copies of Records

\_\_\_\_\_  
Full name of student

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Current School

\_\_\_\_\_  
Current Grade

This student is an:

\_\_\_\_\_ applicant for **ninth grade admission** and all requested records are to include grades six, seven, and as much of grade eight as possible. DeLaSalle has indicated that they need these records no later than \_\_\_\_\_ for full consideration as a ninth grade applicant.

\_\_\_\_\_ applicant as a **prospective transfer into grade** 10-11-12 and all requested records should include all high school years, beginning with grade nine, and including as much of the current academic year as possible.

The above-named student is applying for admission to DeLaSalle High School. Therefore as legal parent or guardian for the above-named student, I hereby authorize the release of copies of the following records pertaining to the student and ask that these records be sent to DeLaSalle. For all applicants, the requested records are to include the following. (Please refer to the line checked above to identify which academic years are requested for records for this particular applicant):

- Academic records, including letter grades or other form of school evaluation and (if offered by the current school) credits granted;
- Attendance records (to include tardies if possible);
- Achievement test scores and/or any standardized aptitude exam scores;
- And if applicable:
  - Records pertaining to special education services or special learning accommodations;
  - Disciplinary records pertaining to expulsion or suspension from school.
  - Minnesota Basic Standards Test Scores

Please e-mail copies of these records to [admissions@delasalle.com](mailto:admissions@delasalle.com).

-or-

Fax copies of these records to 612-676-7699.

-or-

If school policy requires mailing records, please send to Office of Admission, DeLaSalle High School, One DeLaSalle Drive, Minneapolis, MN 55401

\_\_\_\_\_  
Signature of parent/guardian

\_\_\_\_\_  
Date

Note: For fair and complete evaluation of the applicant, please include, in those copied records, at least one grading period for the eighth grade year for applicants to ninth grade.