



## Mother Seton Academy Release of Records Form

*Parent/Guardian:*

*Please sign this form, detach it from the admissions packet, take it and the Teacher Recommendation Form to your child's present school and have the school forward his/her academic records and the recommendation as soon as possible to Mother Seton Academy.*

I give my permission for copies of my child's educational information, requested below, to be sent to Mother Seton Academy.

Student's Full Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_

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

*To the student's current school:*

*Please send the following information to Mother Seton Academy at your earliest convenience. All application materials must be on file before a decision can be made on this student's admission to Mother Seton Academy.*

- Teacher Recommendation, completed by current teacher of student.
- School transcripts, including:
  - Most recent report card (from current academic year)
  - Most recent standardized test scores
  - Final report card and standardized test scores from previous school year
  - Other records relevant to admissions (special program placement, IEP, discipline record, etc.)

Mother Seton Academy  
2215 Greenmount Ave.  
Baltimore, MD 21218  
Attn: Ms. Kia Castille, Admissions Director

Email: [kcastille@MotherSetonAcademy.org](mailto:kcastille@MotherSetonAcademy.org)  
Fax: 410-563-7353

*Thank you for your prompt response!*