

# Transcript Release Form

## Applicants for Grades 3-8

**Parents and Guardians:** Please sign and submit the completed form to the Registrar or the records office at your child's current school. This form gives permission to the school to release all student records to Presidio Knolls School. Records must come directly from your child's current school and may not be submitted by guardians.

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**Name of Student**

**Current Grade**

I authorize the release of school records, including all test scores, as requested by Presidio Knolls School. I waive my rights to access these materials and understand that these documents are confidential and used in the admissions process.

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**Parent/Guardian Signature**

**Date**

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**Parent/Guardian (please print)**


**Current School:** Please release and mail or email an official copy of transcripts/student records for the above student for the past three academic years.

**Email to:**

**[pks.admissions@presidioknolls.org](mailto:pks.admissions@presidioknolls.org)**

**Mail to:**

**Presidio Knolls School  
Admissions Office  
250 10th Street  
San Francisco, CA 94103**



250 10th Street  
San Francisco, CA 94103  
Phone: 415-202-0770  
[www.presidioknolls.org](http://www.presidioknolls.org)