

# The East Harlem School

A T E X O D U S H O U S E

Last Name of Student: \_\_\_\_\_ First Name of Student: \_\_\_\_\_ Applying to Grade: \_\_\_\_\_

## REQUEST FOR SCHOOL RECORDS

Date: \_\_\_\_\_

Student Name: \_\_\_\_\_

The above named student is applying to our school. Please assist us by mailing at least two years of academic and attendance records, including grades, standardized test scores and if possible, teacher comments to the following address:

**309 East 103<sup>rd</sup> Street  
New York, NY 10029**

Your prompt attention to this matter is very much appreciated.

Sincerely,

The East Harlem School

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I hereby give permission for you to release my child's records to The East Harlem School at Exodus house.

Parent's Signature \_\_\_\_\_