

TRANSCRIPTS / SCHOOL RECORDS REQUEST FORM:

Please use the form below to request for us your student's past school records. Feel free to make extra copies of this form, as needed.

Regarding Home Schooling—See form called “Home School Documentation”

----- ✂ CUT AND SEND TO SCHOOL ATTENDED -----

SIR/MADAM:

Please FAX or airmail ALL educational records and reports, including standardized test scores— IOWA Basic, Stanford Achievement, or PSAT—regarding:

Student's Name

DOB—mm/dd/yy

He/she attended your school _____.
Date(s) Attended

- If your school gives grades by letter (A, B, C, D, F) please also send an explanation of your grading scale.

Acceptance of the student at Faith Academy is dependent upon receipt of these records.

Please return via "**Air Mail**" to:

Registrar
Faith Academy
P.O. Box 2016 MCPO
0706 Makati City
PHILIPPINES

OR-----FAX to:
Registrar
011-63-2-658-0026

Signature of Parent(s)

Date

Signature of High School Student

Revised 10/03