



CALVARY

EPISCOPAL PREPARATORY

1201 Austin Street
Richmond, Texas 77469
281-342-3161
FAX 281-232-9449
www.ces-richmond.org

RELEASE/REQUEST FOR RECORDS

Dear Parent:

To expedite the transfer of necessary student records from your child's school to ours, please complete and sign the following release/request for records and information and present to your child's current school.

I, _____, the parent/guardian of
_____, give permission to
(Print Student's Name)

Current School

Attn:

Address

City/State/Zip

to release/forward the all educational and health records to:

Headmaster
Calvary Episcopal Preparatory
1201 Austin St.
Richmond, TX 77469

Signature of Parent/Guardian

Date