



SERVICE, SCHOLARSHIP, FAITH

REQUEST FOR STUDENT RECORDS

STUDENT NAME	GRADE	DATE OF BIRTH	
CURRENT SCHOOL	SCHOOL PHONE	SCHOOL FAX	
SCHOOL ADDRESS	CITY	STATE	ZIP

My Son has applied for admissions to Damien High School. In accordance with the Family Educational Rights and Privacy Acts of 1974 and California State Law, I hereby authorize the release of all requested records to Damien High School.

I hereby authorize _____ to discuss in general or in detail the confidential information included in my child's letters of recommendation. The recommendations may be discussed in person, in writing, or by means of telephone with the individual designated to fill out the recommendation. I understand that all designated parties will be notified of this authorization and that this information will remain strictly confidential between these parties.

PARENT SIGNATURE	DATE
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RECORDS REQUESTED

For Damien High School Office Use:	
PLEASE RETURN THIS FORM WITH THE FOLLOWING RECORDS:	
MOST RECENT GRADES <input type="checkbox"/>	OFFICIAL TRANSCRIPT TO DATE <input type="checkbox"/>
IMMUNIZATION RECORD <input type="checkbox"/>	STANDARDIZED TEST SCORES <input type="checkbox"/>

Please mail records to :
 Damien High School
 Attn: Admissions
 2280 Damien Ave.
 La Verne, CA 91750

Or email:
 admissions@damien-hs.edu

Thank you for your cooperation

The school, mindful of its mission to be a witness to the love of Christ for all, admits students regardless of race, color or national and/or ethnic origin to all rights, privileges, program and activities generally accorded or made available to students at the school. The school does not discriminate on the basis of race, color, disability, sex or national and/or ethnic origin in the administration of educational policies and practice, scholarship programs, and athletic and other school-administered programs, although certain athletic leagues and other programs may limit participation, and some archdiocesan schools operate as single-sex schools.

While the school does not discriminate against students with special needs, a full range of services may not always be available to them. Decisions concerning the admissions and continued enrolment of a student in the school are based upon the student's emotional, academic, and physical abilities and the resources available to the school in meeting the student's needs.