



101 Corregidor Road, Tinton Falls, NJ 07724 • 732-291-1297 • www.trinityhallnj.org

## Release of Records

---

Application to Grade \_\_\_\_\_ Fall 20 \_\_\_\_\_

**To the Parent/Legal Guardian:** Please fill out the information below and give it to your daughter's principal/guidance counselor. Trinity Hall will hold your daughter's transcript in strictest confidence.

*\*This form does not need to be returned to Trinity Hall. It is for use by the sending school.*

Sending school \_\_\_\_\_

School address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

---

**School Principal/Guidance Counselor:** I hereby authorize you to send to the Trinity Hall Admissions Office a complete transcript for my child,

\_\_\_\_\_, including the following items:

1. Trinity Hall requires students' current year grades in addition to two prior year grades.
2. Three years of standardized test scores.
3. Marking key for your grading system.
4. Attendance information for current and two years prior if separate from transcript information.

\_\_\_\_\_  
Signature of parent or legal guardian

\_\_\_\_\_  
Date