



REQUEST FOR TRANSCRIPT

Deadline: Thursday, February 2, 2012

Applicant - Please give this request form to the records department at your present school and have them mail the required documents directly to Crespi.

Student's Name

Grade

The above named student has applied for admission to Crespi Carmelite High School.

- Please *mail directly to Crespi* a complete:
- Current School Year **Fall Semester** Transcript
- Current School Year Final Transcript
(if applying after school year is ended)

Include CTBS, Stanford, etc., test scores and data for 6th, 7th and the current year to date:

**Admission's Office
Crespi Carmelite High School
5031 Alonzo Avenue
Encino, CA 91316-3699
(818) 654-1329
FAX (818) 705-0209**

Please note the Federal Family Rights and Privacy Act of 1974 and California law do not require parental permission for the transfer of student records between schools.