Eighth-grade Records Request

31201 Dorchester, Madison Heights, MI 48071
248.585.9150 phone / 248.585.4495 fax
www.japhetschool.org

To be completed by parents of eighth-grade students. One form per child, per high school. Submit this cover sheet and relevant forms <u>at least one full week</u> before they need to be mailed.

Direct this and all related requests to Robin Pospisil, Admissions Director.

Please send my child's 7th- and 8th-grade-to-date report cards and 6th- and 7th-grade IOWA standardized test scores to the high school named below.

If appropriate, I also have <u>attached</u> the following high school admissions forms that need to be completed by Japhet School faculty:

[ ] Recommendation request(s)

[ ] Student Profile Form
(a standard form used by Catholic high schools)

[ ] Other: _____

Requesting Records for: _____
eighth-grade student's name

Send Records to:

Name of school: _____

Attention: _____

Address of school: _____

City, State, Zip: _____

Signed: _____ _____
Parent or Legal Guardian **Date**

Japhet School Use Only:

_____ Upper Class teacher (initial): subject evaluation(s) if needed

_____ Intermediate Class teacher (initial): subject evaluation(s) if needed

_____ Front Office (initial): report cards, IOWA scores, Head of School sign-off

MAILED ON: _____/_____/_____