

# Chatham Hall School Summer Programs

## Summer Investigators

800 Chatham Hall Circle, Chatham, Virginia 24531

434-432-2941 (phone)

434-432-1002 (fax)

### RELEASE OF RECORDS- PAGE 1 of 1

Name of Student \_\_\_\_\_

Hometown, State and Country (if other than USA) \_\_\_\_\_

Phone Number \_\_\_\_\_ Current Grade Level \_\_\_\_\_

**To the Applicant:** Have a parent or legal guardian sign the space provided and then give this form to your current head or principal. We require the most current grades for the current school year.

I hereby authorize the release to Chatham Hall of all educational records for the current year pertaining to the student named above.

Forward a transcript of her records, including current grades and standardized testing to:

Chatham Hall Admission Office

800 Chatham Hall Circle

Chatham, VA 24531-3085

Thank you for your prompt attention.

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Parent Signature

Date

The above signed agrees that the information furnished on the Application for Admission, together with all the information and materials of any kind received by the Admission Office from any source, or prepared by anyone at its request, shall be completely confidential and shall not be disclosed to anyone, including the candidate and her family, except that the Director of Admission may, for official purposes at her discretion, disclose any part or all thereof to such person or persons as she deems advisable during the admission process or as part of the admission process.

**To the School :** Please release to Chatham Hall all education records for the current year pertaining to the student named above. Forward a transcript of her records, including current grades and standardized testing to:

Chatham Hall Admission Office

800 Chatham Hall Circle

Chatham, VA 24531-3085