

ARRUPE JESUIT HIGH SCHOOL

4343 UTICA STREET
DENVER, CO. 80212



REQUEST FOR STUDENT RECORDS

(For former students and parents of former students only)

Student Information

<hr/>		Date
<hr/>		Last Grade Attended or Completed
<hr/>		Graduation Year
<hr/>		Email address

Records authorized to be released by this request:

- High School Transcript (unofficial) ACT Test Scores Birth Certificate
- Official High School Transcript Official Transcript and Test Scores

Reason for Request

- Personal Use
- Sharing of relevant educational information with other parties/agencies

Party or Parties to whom this disclosure may be made: Please indicate name, address and telephone number, (also fax number if the records are to be faxed) of the person(s) and/or institution(s) granted access to the records by this request.

Method by which these records are to be released:

- To be mailed
 - To be faxed
 - Will pick up
 - To be scanned and emailed in PDF
- Email Address: _____

The parent, legal guardian, or eligible student (18 years of age or older) is required to authorize the release of student records.

I hereby authorize Arrupe Jesuit High School to release all educational information that has been made part of the school records regarding the student listed above. I further release AJHS from all liability and claims pertaining to disclosure of the information requested.

<hr/>	Date
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The Family Educational Rights and Privacy Act of 1974 gives all parents of students under 18 years of age, and all students over 18 or attending post-secondary school, the right to see, correct and control access to student records. The Act further stipulates that "personal information shall only be transferred to a third party on the condition that such party will not permit any other party access to such information without written consent."