



The Magellan International School
El Colegio Internacional Magallanes
麦哲伦国际学校

Records Request Form

To: _____ Date: _____
Principal or Counselor of Resent School

The student named below is applying for admission to Magellan International School. I authorize you to release copies of the information requested by Magellan International School.

Legal Name of Applicant

Date of Birth Current grade level

Signature of Parent Printed Name Date

Parent/Guardian: after signing, please give this form to the Registrar at Applicant's current school.

Registrar:

Magellan International School appreciates your assistance in providing a complete and official academic transcript, including:

1. Current grades for the most recently completed term and complete grades for the last two full years of school. (report cards)
2. Scores of all standardized tests in the applicant's file
3. Immunization Records
4. Birth Certificate
5. Special Education Records (if applicable)

Please send these documents directly to Magellan International School – Admissions to the address shown below.

