



MERCY HIGH SCHOOL

APPLICATION FOR ADMISSION REQUEST FOR RELEASE OF STUDENT RECORDS

1300 E. NORTHERN PKWY. | BALTIMORE, MD. 21239 | P: 410.433.8880 | F: 410.323.8816 | WWW.MERCYHIGHSCHOOL.COM

For use by students from public or independent schools. *Send this form directly to your current school.*

TO: Principal of Student's Present School

Present School:

Street Address:

City: State: Zip:

FROM: Student's Parents/Guardian(s)

Street Address:

City: State: Zip:

REGARDING THE ACADEMIC RECORDS OF:

Student's First Name: Last Name:

Our (my) daughter is applying for admission to grade 9 10 11 12
**at Mercy High School. In order for her application to be processed, Mercy High School
must receive a copy of her cumulative academic records as soon as possible.**

THESE INCLUDE:

1. Final grades from the two most recent academic years,
2. The most recent report card from the current year, and
3. All standardized testing from her previous and current years

We (I) therefore request and authorize you to release these records and to send them, along with this form, to:

MERCY HIGH SCHOOL
Office of Admissions
1300 E. Northern Parkway
Baltimore, Maryland 21239-1998
Fax: 410-323-8816

Thank you for your prompt attention to this request.

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Parent(s)/Guardian Signature Date

.....
Parent(s)/Guardian Signature Date

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