



ACADEMIC EXCELLENCE / CHARACTER DEVELOPMENT / CULTURAL AFFIRMATION

## PERMISSION AND REQUEST FOR RELEASE OF STUDENT RECORDS

### TO THE PARENTS:

Please complete this form and submit it to the guidance counselor or head of your child's present school.

### PERMISSION FOR RELEASE OF INFORMATION

I hereby authorize the Chief School Officer (or his/her designee) of

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Applicant's Present School

to release all school records (including attendance, behavior, academic, and all special education records and IEP's; including educational, psychological, psychiatric, and neurological reports, as applicable) for the following student to **Lotus Academy** for purposes of admission application review.

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

Student's Current Grade: \_\_\_\_\_ Current Academic Year: \_\_\_\_\_

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Parent's/Guardian's Signature

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Date

**PLEASE MAIL ALL RECORDS TO :**

**LOTUS ACADEMY  
ADMISSION'S OFFICE  
1196 E. WASHINGTON LANE  
PHILADELPHIA, PA 19138**

**Phn: 215-438-7500 | Fax: 215-438-7596 | 1196 E. Washington Lane, Philadelphia, PA 19138  
www.lotusacademy.org**