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Blanket Transcript and Educational Records Release Form

In compliance with FERPA (Family Educational Rights and Privacy Act), Legacy Christian Academy will only release transcripts and other educational records at the request of a parent, guardian, or legal-age pupil.

By signing this form, you give permission for Legacy Christian Academy to release transcripts (which may include test scores), letters of recommendation, and other educational records as requested by the student through *Naviance Student*, or other means for the purpose of college admission or scholarship application. Records will only be sent to colleges or other organizations specifically requested by the parent or student.

Because ACT and/or SAT scores are optional at most institutions, they will, by default, not be included on transcripts. If you want them included, initial below.

_____ **Please include my ACT and/or SAT test scores on my transcript.**

Student Name _____ Grade _____
(Please Print)

Parent Signature _____ Date _____
(If student is under the age of 18)

Student Signature _____ Date _____
(If student is age 18 or above)

Unless FERPA rights are waived, parents, guardians, or students may inspect the records that Legacy Christian Academy sends to colleges and other organizations under this agreement.