



2719 Delowe Drive  
East Point, GA 30344  
Phone: 404.755.1300  
Fax: 678-726-0909

## Request for Student Records

### PARENT OR GUARDIAN:

This form should be directed to the Guidance Office/Student Records Office at your child's previous/current school.

### Student Name

first name

middle name

last name

current grade

date of birth

### Previous/Current School

Name

Phone

Fax

address

City

State

Zip

County

I hereby authorize \_\_\_\_\_ to release a copy of the following records

student's previous/current school

to Achievers Academy:

- ◆ All official academic records, including most recent progress reports
- ◆ Standardized test scores
- ◆ Health records
- ◆ Attendance records
- ◆ Disciplinary records
- ◆ Psychological testing and evaluation, if any
- ◆ Individual education plans or special education evaluation, if any

signature of parent/guardian

date

### TO THE GUIDANCE OFFICE/STUDENT RECORDS OFFICE:

Atlanta Achievers Academy requests copies of the above information to evaluate admissions requirements.  
Thank you for your prompt response to this request.

### PLEASE FORWARD RECORDS TO:

ATT: School Records  
Atlanta Achievers Academy  
2719 Delowe Drive  
East Point, GA. 30344

~or~  
Email To

AtlantaAchievers@gmail.com