



# Buckley Country Day School

IU Willets Road, North Hills, Roslyn, NY 11576

telephone 516.627.1910

facsimile 516.627.8627

## RECORDS RELEASE FORM

Dear Parents:

Your child's school records are an important factor in consideration for admission. It is necessary for you to authorize their release in order for Buckley to request and receive them from your child's school. **Please sign and return this authorization with the completed application form to our Admissions Office.**

Thank you for your cooperation.

To the Principal or Head of \_\_\_\_\_  
(Name of School)

\_\_\_\_\_  
(Address of School)

I hereby authorize you to release to Buckley Country Day School of Roslyn, New York, all appropriate information requested about \_\_\_\_\_ for use in connection with our application  
(Name of Student)

for his or her admission to Buckley. I understand that this information will be held in strict confidence.

\_\_\_\_\_  
Signature of Parent or Guardian

Date: \_\_\_\_\_

### Note to School

Please forward as many of the following as applicable:

1. report cards, last year and current year
2. results of standardized achievement and/or aptitude tests
3. medical records
4. enclosed recommendation form to be completed by a teacher or head of school

We would appreciate a response at your earliest convenience in order to facilitate the processing of this application. Thank you.