

Seneca High School  
110 Carranza Road  
Tabernacle, NJ 08088

### Parental Release of Academic Records

**\*\*THIS FORM MUST BE RETURNED IN ORDER TO SEND TRANSCRIPTS TO COLLEGES\*\***

- Seneca High School is authorized to release student transcripts to schools, colleges, employers and scholarship agencies when parent/guardian permission is given.
- If you are in the top 15% of your class, (weighted rank), we would like to nominate you to the New Jersey Department of Education as a Garden State and/or Distinguished Scholar candidate.
- An official transcript includes: final and semester grades in all courses, credits earned, grade point average, class rank, attendance, and current courses in progress.

Please have your parent complete the information below.  
**Submit to the Counseling Center AS SOON AS POSSIBLE.**

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### PERMISSION TO TRANSMIT PUPIL RECORDS

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Print:                      Student's Last Name    Student's First Name

I, as Parent or guardian of \_\_\_\_\_,  
request that Seneca High School forward, as indicated below, the pupil record of the above named student.

### TRANSMITTAL INSTRUCTONS

\_\_\_\_\_ To any school, college, employer or scholarship agency that the student requests.(**RECOMMENDED**)

\_\_\_\_\_ To **only** the schools, colleges, employers or scholarship agencies listed below:

\_\_\_\_\_

PARENT/GUARDIAN SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_