



Student Record Release and Request for Records

Please send official records to:
Cornerstone Christian Schools
Attn: Director of Admissions
Email: schooladmissions@sa-ccs.org or
Fax: (210)349-0995 or
17702 NW Military Hwy
San Antonio, Texas 78257

Date: _____ School Name: _____

Address: _____

Phone Number: _____ Fax Number: _____

Please consider this a request of records for _____, whose date of birth is _____ and who is entering grade _____ for the school year _____.

By signing below, the guardians are giving consent to release this student's records to Cornerstone Christian Schools. We will need the following information for admissions consideration:

- _____ Official School Transcript
 - High School transcript must reflect all credits earned prior to High School.
- _____ Official Report Card (2 years required)
- _____ Discipline Report
- _____ Explanation of Marking/Grading System (including how grades are weighted)
- _____ Achievement Testing
- _____ Dates of Enrollment and Withdrawal from Your School
- _____ Grades at Time of Withdrawal
- _____ Numerical Grades
- _____ Health/ Immunization Records
- _____ Grade Level at Time of Enrollment in Your School
- _____ Grade Level at Time of Withdrawal
- _____ Record of Attendance

_____ Date

_____ Guardian Signature

_____ Date

_____ Authorized Signature