

For NPA office use only

Sent to: \_\_\_\_\_ Date: \_\_\_\_\_ Initials of Requestor: \_\_\_\_\_  
(fax or email)



## Northland Preparatory Academy

3300 E. Sparrow Avenue  
Flagstaff, AZ 86004  
Phone (928) 214-8776 Fax (928)214-8778

School Official: Lori McGaughey, Registrar  
Please Email Records to: [Lmcgaughey@northlandprep.org](mailto:Lmcgaughey@northlandprep.org)

# Authorization for Release of Student Records

\_\_\_\_\_  
Name of Current or Most Recent School (prior to NPA)

\_\_\_\_\_  
Phone

\_\_\_\_\_  
City

\_\_\_\_\_  
State

According to the Education Amendments of 1974, "Protection of the Rights and Privacy of Parents and Students", Section 438, Subsection (B)(1), Parts A & B, Page 97, school officials, including teachers with the educational institution and officials of other schools in school systems in which the students may intend to enroll, may receive a student's records without written consent for such release.

**Please forward a copy of the official records, including:**

**Official transcript** (signed and emailed accepted)

**Report cards**

**Standardized test results**

**Immunization records**

**and discipline file**

**For:**

\_\_\_\_\_  
Name of Student

\_\_\_\_\_  
Birth Date

\_\_\_\_\_  
Grade Applying For

While I understand that educational records may be sent without written consent, I also request that psychological, special education and other pertinent information be sent.

\_\_\_\_\_  
Parent/Guardian Name (printed)

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date