



ST. ANDREW'S
SEWANEE

ADMISSIONS OFFICE
290 QUINTARD ROAD
SEWANEE, TENNESSEE 37375-3000
931.598.5651 | www.sasweb.org
admissions@sasweb.org

TRANSCRIPT RELEASE

Please complete this portion of the form and give this form to the student's current principal, head of school, registrar, or counselor with a stamped envelope addressed to St. Andrew's-Sewanee School Admissions Office.

Name of Student: _____ Current Grade: _____

I waive all my rights to read the confidential recommendation for the student listed above.

(Student's signature) (date)

(Parent/Guardian signature) (date)

Parent/Guardian signature) date)

To the Principal / Head of School / Registrar/Guidance Counselor:

The student named above is a candidate for admission to St. Andrew's-Sewanee School. We request an official transcript that includes grades for the current academic year and all past years that you have on record, along with copies of standardized testing results. Please include a legend of letter grades to equivalent percentages. Additionally, your critical insight and frank appraisal of this student's academic, extracurricular activities, and personality would be appreciated. Specifically, please indicate if there are any factors that might interfere with this student's performance, either from discipline, illness, or emotional stability. Your candid responses when evaluating this student are greatly appreciated and will be held in confidence.

Please return this form, transcript, standardized testing, and this year's course of study with current grades to the Admissions Office.

(Please print)

Name: _____ Position: _____

Address: _____

(street or PO Box)

(city) (state) (zip)

Work Phone: _____ Email: _____

(signature)

(date)