



ESSEX NORTH SHORE

AGRICULTURAL & TECHNICAL SCHOOL

PERMISSION TO RELEASE STUDENT RECORDS TO COLLEGES, UNIVERSITIES AND OTHER ORGANIZATIONS

Students and parent/guardian of students must sign the statement below in order to give consent for Essex North Shore Agricultural & Technical School to release the following information to colleges, universities and/or other organizations:

I request that Essex North Shore Agricultural & Technical School release the following information to the institutions or organizations I have indicated:

- ☐ All Colleges (as indicated in Naviance)
- ☐ All Scholarships
- ☐ Other: _____

Items to include:

- ☐ Transcript
- ☐ Rank-In-Class
- ☐ Teacher / Counselor Recommendations
- ☐ 504 / IEP Documentation
- ☐ Disciplinary Record *
- ☐ Additional Material (to be indicated) _____

** I understand that if I decline permission to release a disciplinary record to an institution/organization that requests it; the institution/organization may decline to review my child's application without information they consider vital to their selection process.*

IMPORTANT TO NOTE:

- In addition to this release, students requesting information to be sent to colleges/universities ***must additionally submit an electronic request to their school counselor either using email or requesting through Naviance.***
- Students must send their official SAT scores directly to the institution they are applying to by going to **www.collegeboard.com**, and/or official ACT scores at **www.act.org**. Directions are available on each website to assist you in sending test scores.

PRINT Student Name: _____

Student Signature: _____ **Date:** _____

Signature of Parent/Guardian: _____ **Date:** _____