



CARMEL CATHOLIC HIGH SCHOOL

AUTHORIZATION TO RELEASE/EXCHANGE CONFIDENTIAL INFORMATION

This signed authorization will direct your student's current grade/middle school to release records that are necessary for your student's application file. Application files will not be considered complete unless the documents listed below have been received by Carmel Catholic High School.

Please give this completed form to your student's current grade/middle school principal.

Student Name _____
First Middle Last

Name of Current School _____

Address of Current School _____
Street City State Zip

Name of Principal _____

AUTHORIZATION

I give my permission for the grade/middle school to provide the information listed below to Carmel Catholic High School.

Parent/Guardian Signature Date

SCHOOLS NEED TO PROVIDE THE FOLLOWING INFORMATION TO CARMEL CATHOLIC:

1. Copy of report cards from grades 7 and 8
2. Standardized test scores from grades 7 and 8
3. Discipline information
4. Special services provided to this student in grades 6, 7, or 8. This includes Individualized Education Programs (IEP), Individual Service Plans (ISP), 504 plans, ICEP, as well as the most recent evaluation documentation.
5. Exchange with school personnel regarding special services. Please provide name of contact person/case manager, phone and email address:

_____.

The school should mail or scan and email the information requested to:

Office of Admissions - Records
Carmel Catholic High School
One Carmel Parkway
Mundelein, IL 60060

Scan or email to: admissions@carmelhs.org