

**COVENANT PREPARATORY SCHOOL**

135 Broad St.  
Hartford, CT 06105  
Tel: 860-547-0289  
Fax: 860-547-0361  
[www.covenantprep.org](http://www.covenantprep.org)



---

**Student Record Release Form**

Instructions to Parent/Guardian:

1. Please fill in your son's name and the name of his current school in the spaces below.
2. Sign and date this form.
3. Deliver this form to the Main Office or Guidance Department of your son's current school with one of the enclosed return envelopes.

My name: \_\_\_\_\_

I am the \_\_\_\_\_ parent or the \_\_\_\_\_ legal guardian (check one) of:

\_\_\_\_\_ who is currently in the

STUDENT NAME

\_\_\_\_\_ grade at \_\_\_\_\_ and who is

CURRENT SCHOOL

applying for admission at Covenant Preparatory School.

**By this letter, I release the school to send my son's official school transcript, report cards, standardized test results, attendance and health records, and other records (IEPs, psychological reports, etc.) plus teacher recommendations to Covenant Preparatory School in Hartford, CT (see mailing address above).**

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

Instructions to the School:

The student named above is applying for admission to Covenant Preparatory School, a private, tuition-free day school for boys in Grades 5-8.

We request that a copy of his school transcript be forwarded directly to the Admissions Committee at Covenant Preparatory School. Your prompt response to our request will be greatly appreciated.

Thank you very much for your assistance.

Sincerely,

Marvin Coote  
Head of School  
[coote@covenantprep.org](mailto:coote@covenantprep.org)

Meara Weaver  
Principal  
[principal@covenantprep.org](mailto:principal@covenantprep.org)

Katie Zakreski  
Admissions Director  
[graduatesupport@covenantprep.org](mailto:graduatesupport@covenantprep.org)

Tel: 860-547-0289  
Fax: 860-547-0361

Covenant Preparatory School  
135 Broad St., Hartford, CT 06105

[www.covenantprep.org](http://www.covenantprep.org)