



Records Release Form

**This form MUST be submitted to the current school Administrator, completed, and returned to the Oakland Catholic High School Director of Admissions & Financial Aid with accompanying records in order for an application to be considered complete and ready for review by the OCHS Admissions Committee. A delay in receipt of this form and records will result in a delayed review of a candidate's application.*

Section I – To be completed by parent/guardian, signed, and conveyed to the administrator of the applicant's current school.

Applicant's full name (*Please print.*): _____

Applicant's current school (*Please print.*): _____

Full name of current school principal (*Please print.*): _____

Full name(s) of Parent(s)/Guardian(s) (*Please print.*): _____

Parent/Guardian Signature and Date (*The signature below indicates that the above school administrator has your permission to release all pertinent academic records to Oakland Catholic High School.*)

Signature

Date

Section II – To be completed by Principal or designated School Administrator/Representative, signed by principal, and conveyed to Oakland Catholic High School electronically or by direct mail, as noted at the end of this form. Please respond to all questions, adding comments as necessary. Please include available transcripts for the current year and two previous years, standardized test score reports for corresponding years, and any growth plans, IEPs, or other evaluative measures pertinent to the academic success of the applicant.

****Prompt attention to this form and the sending of applicable records will enable the Admissions Committee to more quickly determine the eligibility of the applicant for acceptance to Oakland Catholic High School. Thank you!***

1. Regarding overall academic performance, this student is:
 - a. ___ One of the top performers in her class.
 - b. ___ A very good student.
 - c. ___ A hard worker and good student.
 - d. ___ An average student.
 - e. ___ A low-performing student.
 - f. ___ A student who often struggles.

Comment: _____

2. Regarding performance on standardized tests, are standardized test scores a good indication of this student's overall academic performance?

a. Yes

b. No

Comment: _____

3. Oakland Catholic does not offer a modified curriculum. However, there is support available for students with Growth Plans, IEPs, or special needs that require accommodations. If this student has a school-based psychoeducational evaluation and a Growth Plan or IEP, please include this information with the academic records. Does this student receive accommodations?

a. Yes

b. No

Comment: _____

4. The Oakland Catholic Math sequence is as follows: Algebra I, Geometry, Algebra II, Trigonometry/Pre-Calculus, Calculus I, Calculus II, and beyond. These courses are offered on the College Preparatory (CP) and Honors (H) levels. **For reference, "Honors" is more demanding than "College Preparatory"*. In which Math class is this student currently enrolled?

a. Pre-Algebra

b. Algebra I

c. Geometry

d. Algebra II

e. Other (**Explain:* _____)

5. Based on Oakland Catholic's sequence of Math courses, as outlined above, which Math course do you recommend for this student for next school year?

a. Pre-Algebra

b. Algebra I

c. Geometry

d. Algebra II

e. Other (**Explain:* _____)

6. Do you recommend that this student be placed in the CP or Honors level of the course you selected above?

a. CP (College Preparatory) level

b. Honors level

Comment: _____

7. The Oakland Catholic English/Literature program focuses on independent reading, literary analysis, research, and writing. Is this student proficient in reading and writing?

a. Yes

b. No

Comment: _____

8. Do you recommend that this student be placed in the CP or Honors level of English?
- a. _____ CP (College Preparatory) level
 - b. _____ Honors level

Comment: _____

9. Please complete the following statement: I recommend this student:
- a. _____ Strongly.
 - b. _____ With minor reservation.
 - c. _____ With significant reservation.
 - d. _____ I do not recommend this student.

Comment: _____

10. Please provide any additional information or details about this student that you would like to share with Oakland Catholic High School. **They may be regarding academic performance, needs, disciplinary matters, etc.*

Principal/Administrator's Signature, Title, and Date:

<i>Signature</i>	<i>Title (print)</i>	<i>Date</i>
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Thank you for taking the time to make recommendations for this student and to provide additional insight into her application to Oakland Catholic High School! Please return this form, transcripts, and other pertinent records to:

Oakland Catholic High School	OR	Admissions@oaklandcatholic.org
144 N. Craig Street		Subject line: Records from (Name of School)
Pittsburgh, PA 15213		
Attn: ADMISSIONS		

If we have further questions about this student, whom can we call?

Name: _____
Title: _____
Phone: _____