



Request for Transcript / School Records

Parents: These documents should be sent by your child's current school. Please complete, sign and submit this form to the school office and request the information be sent to Wolcott School:

Wolcott School
Director of Admissions
524 N Wolcott Ave
Chicago, IL 60622
or email to: rspirowolcottschool.org
or fax to: 312-610-4950

Date: _____

Applicant's Name: _____

TO / Current School Name: _____

FROM / Parent or Guardian: _____

I hereby request that the school records of _____
be sent to Wolcott School for the purpose of admissions review and academic planning. Please include
the following information:

1. Official transcript of academic records
2. Attendance record
3. Record of disciplinary actions and referrals
4. Results of standardized achievement and aptitude tests
5. Copies of evaluations, psychological reports, IEP, 504 plan and school service or learning plans

Signature of parent or guardian

Date