



# INCARNATE WORD ACADEMY

*A Catholic College Preparatory for Young Women, Est. in 1873*

## AUTHORIZATION TO RELEASE INFORMATION

### TO BE SUBMITTED TO THE APPLICANT'S CURRENT SCHOOL:

**Parent/Guardian** - Please complete the following information and submit this form to the appropriate administrator at your daughter's current school in order to have her transcripts sent to Incarnate Word Academy. Transcripts must be received directly from the applicant's current school.

Student's Legal Name:

\_\_\_\_\_

*Last* *First* *Middle*

Grade Applying For: \_\_\_\_\_ For term beginning Fall \_\_\_\_\_ (year) or Spring \_\_\_\_\_ (year)

On my daughter's behalf, I request that the following information be sent to Incarnate Word Academy:

- Transcripts for 6th & 7th grades and final grades for the first semester of 8th grade\*
- All standardized test scores for 6th & 7th grades

\_\_\_\_\_  
*Authorized Signature of Parent/Guardian*

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

**Registrar** - The student named above is seeking admission into Incarnate Word Academy. Please mail her transcripts as listed above no later than January 15, 2021, to the IWA Office of Admissions at:

Incarnate Word Academy  
Office of Admissions  
609 Crawford Street  
Houston, TX 77002-3668

\*Students applying for the 10th grade should submit transcripts and standardized test scores for 7th grade, 8th grade and the first semester of 9th grade; students applying for 11th grade should submit transcripts and standardized test scores for 8th grade, 9th grade and the first semester of 10th grade.

We appreciate your effort on behalf of this student and we thank you for providing us with the necessary credentials.

For more information, contact Sarah Sheppard at [ssheppard@incarnateword.org](mailto:ssheppard@incarnateword.org) or call (713) 227-3637, ext. 117