



Alexandria Country Day School
Admissions Office
Kim Roberts, Director of Admissions

Student Records Request

The student below has applied for admission to Alexandria Country Day School in Alexandria, Louisiana. Please send an official transcript (complete cumulative record), standardized and/or IQ scores, health records, accommodation/service plans, and applicable discipline records to:

**Alexandria Country Day School
Office of Admissions
5603 Bayou Rapides Road
Alexandria, LA 71303**

**Phone: (318) 448-1475
Fax: (318) 442-7924
Email: kroberts@acdsonline.org**

This candidate's application will not be considered complete until receipt of records by the Office of Admissions.

Student: _____

I hereby authorize the release of my child's records and information to Alexandria Country Day School in Alexandria, Louisiana.

Signature of Parent or Guardian

Date