



**CAIRO
AMERICAN
COLLEGE**

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AUTHORIZATION TO RELEASE SCHOOL RECORDS

It is the responsibility of the applicant's parents to provide complete, official school records for the two years preceding admission to CAC. (Note: three years are required for students applying to Grade 12). This will include any existing information regarding attendance, behavior, and special services (e.g., IEP, speech, modifications etc.); report cards/transcripts; and results of all psychological, educational, or speech and language testing administered to the applicant.

Admission cannot be considered without these records, and admissions procedures will be deferred until they are received. We ask that you complete and sign this authorization form so that CAC *may assist* in this process by requesting the required records from the previous school(s). **Note, however, that responsibility for providing the required school records ultimately rests with the parents.**

I authorize and request the release of all academic and behavioral records for:

Student Name: _____ **Grade:** _____

From (School's Name): _____

Address: _____

Phone: _____

School's E-mail Contact: _____

Dates Attended: _____

The records should be forwarded to:

Registrar/Director of Admissions
Cairo American College
1 Midan Digla (P.O. Box 39)
Maadi 11431
Cairo, Egypt

Email: registrar@cacegypt.org

Parent's Signature and Date

DA/ga 9/2020