



TOWER HILL SCHOOL

*Many Things Done Well*

Dear Parents,

Please complete the top half of this form and submit it to the guidance counselor or principal of your child's current school.

**Permission for Release of Information**

I hereby authorize \_\_\_\_\_  
(Applicant's present school)

to release records to Tower Hill School for consideration of admission.

Child's name: \_\_\_\_\_ Current Grade: \_\_\_\_\_

Parent's signature: \_\_\_\_\_ Date: \_\_\_\_\_

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To the student's current school:

Kindly send the following information to the Admission Office at Tower Hill School at your earliest convenience:

1. A copy of the school records including:
  - Transcripts from the past two academic years (if applicable) along with any appropriate comment codes.
  - Grades from the most recently completed marking period of the current school year.
  - Results of any standardized test(s) completed within the last three years.
2. Any other records relevant to admission

Please scan or fax these records to:

Tower Hill School Admission  
Office 2813 West 17th Street  
Wilmington, DE 19806  
Fax: 302-657-8377  
[thsadmit@towerhill.org](mailto:thsadmit@towerhill.org)

Thank you for your help and cooperation.