



The Knox School

Transcript / Records Request

THE KNOX SCHOOL
Director of Admissions
541 Long Beach Road
St. James, New York 11780
Telephone: 631-686-1600
Fax: 631-686-1650

Please give this request for transcript/records to your guidance counselor or principal

Student _____

Present grade _____

PLEASE FORWARD A TRANSCRIPT

of my academic record (particularly grades _____, _____, and _____), with any credits earned; scores on standardized tests; and any educational, medical or psychological tests, reports, and/or evaluations to The Knox School.

If available, please include a school profile and/or an explanation of your grading system.

Thank you for your immediate attention to this request.

Parent's signature _____ Date _____