



MASSANUTTEN MILITARY ACADEMY

Admissions Office

614 S. Main Street

Woodstock, VA 22664

Fax: 540-459-5421 Phone: 877-466-6222

REQUEST FOR SCHOOL RECORDS

Applicant's Name (printed): _____
First Middle Last

Instructions to the Applicant and/or Parent: Please present this form to your school's academic administrative (guidance) office, along with copies of the **School Questionnaire** and **Teacher Recommendation** forms.

Parent's Authorization: *As parent/guardian of the above-named student, I request and authorize administrators at the school below to provide the requested information to Massanutten Military Academy and to discuss the student's conduct, attributes, and academic performance with MMA staff members as needed to ensure an appropriate enrollment decision.*

School: _____

School Address: _____

Parent/Guardian's Name (printed)

Signature

Date

Request to School Administrators/Teachers:

The above-named student has applied for admission to Massanutten Military Academy. Please send the following materials to the address or fax number at the top of this form. The information you provide will help in assessing the student's potential for success in MMA's structured, military-styled learning environment. Please contact the Admissions Office if you have questions about MMA programs and expectations. Together, we serve students best by ensuring a proper school fit. Thank you for your time and assistance!

1. Academic transcripts (courses taken, grades and credits earned, and an explanation of the school's grading systems)
2. Complete disciplinary records
3. Standardized test results and information
4. Health and Immunization records
5. Documentation related to placement in special education or resource programs (such as IEPs, 504 Plans, psychological reports, eligibility summary, and special education testing results)
6. MMA **School Questionnaire** completed by a school administrator or counselor