



STUDENT RECORDS REQUEST

Applicant Name _____ Applying for Grade _____

Application Deadline _____

Message to Parents of Applicant: Please complete the information requested above, sign this form and submit to the office at your child's current school. With this authorization, records will be sent directly to Vista Academy at Open Window School.

Parent/Guardian Signature _____
Date _____

Message to Registrar:

The above named applicant is applying for admission to Open Window School/Vista Academy. Our Admissions Office requests the following information at your earliest convenience or no later than the application deadline shown above (if applicable):

- ❖ A copy of report cards from the current year
- ❖ Copies of report cards from the previous two school years
- ❖ Results of standardized test scores
- ❖ Discipline Records (if applicable)

Please send this information to:

Open Window School
Admissions Office
6128 168th Place SE
Bellevue, WA 98006

Phone: (425) 747-2911 Fax: (425) 562-4035

School Representative Signature _____
Date _____

Non-Discrimination Policy

Open Window School/Vista Academy does not discriminate on the basis of race, color, nationality, religion, gender, sexual orientation, disability, national or ethnic origin, or other legally protected status in admission of otherwise qualified students, or in providing access to the rights, privileges, programs, or activities generally available to all students and their families, including educational policies, financial aid, and other school administered programs. Similarly, it does not discriminate in its hiring or employment practices.