



The Kinkaid School  
*Office of Admission and Enrollment Management*

## Transcript Release Form

**Attention Parents:**  
**Please send this form to your child's current school.**

\_\_\_\_\_  
Applicant's Name

\_\_\_\_\_  
Grade Applying For

\_\_\_\_\_  
Current School

\_\_\_\_\_  
Date

### Attention Current School:

Please send copies of an official transcript and test scores for the applicant to The Kinkaid School Office of Admission and Enrollment Management at the **conclusion** of the fall semester. Along with the transcript, please include results of any standardized test(s) taken by the applicant, test names and dates administered, **at least 2 years of grades** and **grades from the first semester of the current year**.

Please send records to The Kinkaid School Office of Admission and Enrollment Management by:

**January 7, 2022 for rising Grades 3-4 and**  
**January 12, 2022 for rising Grades 5-12.**

ADDRESS TO:  
The Kinkaid School  
201 Kinkaid School Drive  
Houston, TX 77024

Attn: Admission Office and Enrollment Management

EMAIL TO:  
admission@kinkaid.org

\_\_\_\_\_  
Signature of Parent or Guardian