

WESTWOOD CHRISTIAN SCHOOL

920 S.W. 11th Street Live Oak, Florida 32064

Phone: 383-362-3735

Fax: 386-364-6486

tmnorris@wclsiveoak.com - Tiesha Norris, Administrative Assistant/Registrar

Westwood Christian School Authorization to Release Student Records

Name of Student: _____ Last Grade Attended: _____

Date of Birth: _____ Last School Attended: _____

Fax Number: _____ School's Email: _____

Parent/Guardian Email: _____

The above student has applied for enrollment at our school. We are in the interview and application process only. You will receive an acceptance or denial notification once a decision has been reached.

Please forward the following information by email, mail, or fax.

- | | |
|--|---|
| <input type="checkbox"/> Most Recent Report Card | <input type="checkbox"/> Present/Past Discipline Referrals |
| <input type="checkbox"/> Attendance Records | <input type="checkbox"/> Birth Certificate |
| <input type="checkbox"/> Transcript, if applicable, for middle & high school | <input type="checkbox"/> Immunization Record or Religious Exemption |
| <input type="checkbox"/> Withdrawal Grades | <input type="checkbox"/> Recent Physical (postural screening for gr 6 & up) |
| <input type="checkbox"/> ESE Info: IEP/504 Plan w/ Accommodations | <input type="checkbox"/> Social Security Card/Number |
| <input type="checkbox"/> Standardized Testing Results | <input type="checkbox"/> Threat Assessments |

The parent's signature authorizing the release is noted below.

I, (print name) _____, the parent/guardian of student,
_____, hereby request you forward the above documentation,
for the purpose of possible admissions, to Westwood Christian School located in Live Oak, Florida.

Parent or Guardian Signature

Date

1st Request 2nd Request 3rd Request



PLEASE SEND RECORDS TO:

Westwood Christian School
920 SW 11th St. Live Oak, FL 32064
tmnorris@wclsiveoak.com
Fax: 386-364-6486



Information contained in this fax/email is confidential and should be treated as such. If sent to the wrong fax number or email address, contact the sender and destroy the information within. Thank you.

Revised 02/27/2026