Macon East Academy

Admissions Department
15396 Vaughn Road
Cecil, Alabama 36013
334-277-6566 (phone)
334-277-6544 (fax)

The following student(s) are enrolling in Macon East Academy. Please send the following information:

Name	**Date of Birth**	**Entering Grade**

1) Transcript/ Permanent record
2) Grades up to date of transfer
3) Explanation of grading system
4) Standardized test results/special testing results
5) Original Certificate of Immunization Record
6) Copy of Certified Birth Certificate
7) Copy of Social Security Card

According to the final Regulations-Family Education Rights and Privacy Act (Buckley Amendment) date June 17, 1976, it is no longer necessary to obtain written consent to release records between schools. It states that school officials, including teachers within the educational institution and officials of other schools in a school system in which the student may intend to enroll, may receive a student's record with a written consent for such a release. Consent and notification are not required when the school includes a notice in its policy that it forwards educational records on request to a school in which a student seeks or intends to enroll.

Parent/Guardian Signature _____ Date _____