



Bishop Shanahan High School  
People of God; People for Others

**Unofficial Transcript, Attendance and Conduct Report**  
Archdiocese of Philadelphia High Schools

**APPLICANT'S PARENT(S) / GUARDIAN:**

Due to confidentiality laws your student's school must have your permission before releasing his/her transcript, attendance and conduct report. *Please sign this release form and send it to your student's current Principal or Guidance Counselor.*

*Please Print*

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

Applicant's Present Grade \_\_\_\_\_

Applicant's Present School \_\_\_\_\_

School Phone Number \_\_\_\_\_

Parent's Phone Number \_\_\_\_\_

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Attn: APPLICANT'S PRINCIPAL OR GUIDANCE COUNSELOR:**

This release authorizes you to forward to us the following interim information on the student listed above.

- Transcript       Attendance record       Conduct record

This release also authorizes you to forward the FINAL OFFICIAL TRANSCRIPT at the end of the academic school year to the attention of Mrs. Loretta DePedro in the Studies Office. This transcript will also include:

- Medical records       Special Education Records and Test Scores

Please return to:  
Enrollment Manager  
Bishop Shanahan High School  
220 Woodbine Road  
Downingtown PA 19335

Students attending some Archdiocesan partner schools do not need to request transcripts from their school. BSHS is able to access grades through MSP (My Students Progress). If your school does not use MSP, please provide a copy of the 7th and 8th grade report card and standardized tests since we do not have access to records from schools using Option C.

Admissions Office: 610-343-6206    cdale@shanahan.org  
www.shanahan.org    Fax: 610-343-6220  
Archdiocese of Philadelphia    Rev 9.13.18