

Request for Transcripts and Student Records

We require transcripts or other records of the student's academic performance. If the student is currently enrolled in high school, we will need their official transcripts from their previous high school(s) through current grade levels. If the student is applying/applied to Apex Learning Virtual School as a freshman in high school, we will need their transcripts from their previous years of middle school. Applications without academic records will not be reviewed or accepted. The transcripts need to be signed and submitted by the student's previous school(s) of record.

Families of homeschooled children are encouraged to submit a "Plan of Study" document in lieu of transcripts. The "Plan of Study" should outline the academic subjects covered in each year of homeschooling for the last three years, including the titles and publishers of any textbooks used, the names of any novels or other books read, descriptions of major projects and assessments, etc. The "Plan of Study" should be limited to two pages for each year of homeschooling.

For Parent or Guardian

Complete student information, sign, date and mail to previous school(s) attended.

Name of School: _____

Address: _____

City: _____ State: _____ Zip: _____

I hereby authorize the release of student's cumulative records:

Full Name of Student: _____

Date of Birth: _____

Print Name of Parent or Guardian: _____

Signature of Parent or Guardian: _____

For School

The above named student has applied for admission to Apex Learning Virtual School. Please submit a copy of his or her transcript or record of grades by fax, email or mail to: Apex Learning Virtual School Admissions.

1. Fax: 855-277-1235;
2. email: admissions@apexlearning.com; or
3. Mail: 1215 Fourth Avenue, Suite 1500, Seattle, WA 98161

www.ApexLearningVS.com