Request for Official Grade Records Georgia Virtual School Georgia Department of Education 205 Jesse Hill Jr. Drive 1952 Twin Towers East Atlanta, Georgia 30334 404-657-0574 phone 770-408-3688 fax

A parent/guardian signature is required prior to our release of this information. Please email completed forms to graderequests@gavirtualschool.org. Note: Incomplete forms will not be processed.

Student name (please print)Parent/Guardian name (please print)				
Parent email:				
Student date of birth	Home	phone ()_		
Home mailing address				
Please check one:	Release grades now	Release grades	at end of current semester	
I give permis	sion to Georgia Virtual School	I to release	_total grade records.	
for students who are enrolle	•	te school as the I	Grade requests should not be made ocal school will retrieve those transcript.)
document.	ailed in a specially-sealed envi following school(s) or agencie	grad	ering with the seal invalidates the e report can be emailed. Please se	nd
1. Name of School, Colle	ege, or Agency			
Physical Mailing Addr	ress			
Otv	9 at e	7in		