



MEMORIAL LUTHERAN SCHOOL  
5800 WESTHEIMER  
HOUSTON, TEXAS 77057  
713.782.4022  
713.782.1749 FAX

## OFFICIAL TRANSCRIPT REQUEST

Student Name \_\_\_\_\_ Applying for Grade: \_\_\_\_\_

I authorize (*current school*) \_\_\_\_\_ to release transcripts and requested records to the school listed below:

*Parent Signature* \_\_\_\_\_

Records may be mailed, faxed or emailed:

Memorial Lutheran School, Admissions  
5800 Westheimer Rd.  
Houston, TX 77057  
lwebber@mlchouston.org

Please send student records to include:

- Report Cards (include most recent)
- Achievement Test Scores
- Special Evaluations/Testing
- Immunization Record
- Birth Certificate

Thank you!