

# JEFF TECH

576 Vo Tech Road  
Reynoldsville PA 15851  
(814) 653-8265  
Fax (814) 653-8425

## RECORD RELEASE

In order to forward a transcript or other school records to other schools, colleges, or universities, insurance companies (for driver's training information), armed service recruiters, and prospective employers, we are required to obtain your written permission prior to complying with such requests.

Please sign this form if you desire your records or your child's records to be released.

I hereby consent to the release of a copy of \_\_\_\_\_  
Student's Name at time of graduation      Year of Graduation

records by Jeff Tech to the following address:

\_\_\_\_\_  
STREET  
\_\_\_\_\_  
CITY      STATE      ZIP CODE

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature (Required if student is under 18 or currently in school)

\_\_\_\_\_  
Date

Please return completed form to:      Guidance Counselor  
576 Vo Tech Road  
Reynoldsville, PA 15851

Jeff Tech offers vocational programs in secondary, post secondary, and adult education. Admission to the secondary program is based on completion of ninth grade. Jeff Tech, an equal opportunity employer, will not discriminate on the basis of race, color, national origin, sex and handicap in its admission procedures, educational programs and activities or employment practices as required by Title VI, Title IX and Section 504, or because a person is a disabled veteran or a veteran of the Vietnam Era.

For information regarding civil rights or grievance procedures, and activities, programs and facilities that are accessible to and usable by handicapped persons, contact Marsha A. Welsh, at 814-653-8265.