



**IPOLY HIGH SCHOOL
APPLICATION FOR ADMISSION (2024-25 School Year)
Form 3: Request for Transcripts and Discipline History**

PLEASE SUBMIT THIS FORM TO APPLICANT'S CURRENT SCHOOL

As part of the application process, IPoly High School requires transcripts for the current year, and one school year prior. Complete the portion below to authorize the school to release transcripts and other requested documents. Please request that all documents be mailed together.

Student name _____ Current grade level _____

Parent signature _____ Primary phone number (_____) _____

REQUEST FOR TRANSCRIPTS

Dear School Official/Advisor:

The above-named student is in the process of applying for admission to International Polytechnic High School for the 2024-25 school year.

Please send the following:

- 1. Grades/transcripts for the current year and one school year prior** (i.e., 7th and 8th grade transcripts for incoming 9th grade students), with a cumulative academic grade point average for that period. Please include the most current grades available. Students applying from a high school must submit all high school transcripts.
- 2. This form, with the Discipline/Attendance History section completed**, and attached explanations and/or reports, if necessary.

DISCIPLINE/ATTENDANCE HISTORY

Please indicate whether the above-named student has had discipline and/or attendance problems within the last 24 months. Please include dates and explanations if appropriate, and attach additional reports as necessary.

Please check the appropriate boxes below regarding discipline and attendance history for the above-named student:

Has this student had **DISCIPLINARY** problems within the last 24 months? No Yes (if YES, please attach report or explanation)

Has this student had **ATTENDANCE** problems within the last 24 months? No Yes (if YES, please attach report or explanation)

School Official Signature _____ Date _____

School Official Title _____ Phone Number _____

These documents and forms are required for the application to be considered complete. Feel free to call 909-839-2361 if you have any questions.

Please submit the requested documents via email to application@ipolyhighschool.org and include the student's name in subject line. IPoly will upload this information to the student's application portal on your behalf.

You may also provide the information to the applicant in a sealed envelope, or you may mail directly to IPoly.

**Mail to: International Polytechnic High School
Attn: Admissions Department
3851 W. Temple Avenue Pomona, CA 91768**

Thank you for your time in completing these documents.

Sincerely,
IPoly Admissions