



Request for Records  
 Assets School  
 One Ohana Nui Way  
 Honolulu, HI 96818  
 808-423-1356  
 Fax: 808-422-1920  
 info@assets-school.net  
[www.assets-school.net](http://www.assets-school.net)

And:  
**Academy of the Pacific**

Please release records for: \_\_\_\_\_

Student's Name (Please Print)

Date of Birth: \_\_\_\_\_ School Attended: \_\_\_\_\_

**If the requester is not a current student, please provide the following:**

Name: \_\_\_\_\_ Relation to student: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

- COMPLETE THE ENTIRE FORM, including name, department, and address of receiving institution.
- **Please allow at least ten (10) business days to process and deliver**
- CHECK ALL THAT APPLY:
  - Official Transcript (Assets and AOP students)
  - SAT Scores
  - ACT Scores
  - Student Profile Report-**Assets Students Only** (testing, diagnosis & recommended accommodations)
  - Other: \_\_\_\_\_

We are using the common application for this school

Hold for pick by: \_\_\_\_\_

Please send requested information to the address below:

Name of Institution		
Contact Person, Office, or Department		
Street Address		
City	State	Zip Code

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

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature of Parent/Guardian (N/A if student over 18)

\_\_\_\_\_  
 Date