



# Sussex County Technical School

Student Name: \_\_\_\_\_

Sending District: \_\_\_\_\_

Thank you for submitting your application. This form is extremely important as your application cannot be processed without it. Please sign this confirmation form and send it directly to your child's school counselor. This form acts as a release of records and provides your current school with your permission to release your child's records to Sussex Tech. Once your child's school receives this form, they will also sign below and proceed to collect all required supporting records to be forwarded to the Sussex Tech Admissions Department as a complete packet. We ask for specific information to be completed so we can fairly evaluate each student's qualifications and/or proper placement at Sussex County Technical School. Your application will not be evaluated until the following records are submitted:

- Confirmation/release form (this document)
- Attendance Record (Grade 7 or last completed full year)
- Final Grades (Grade 7 or last completed full year)
- Discipline Report (Grade 7 or last completed full year)  
Check here \_\_\_\_ if there is no record of discipline. Counselor initials \_\_\_\_\_ (if checked).
- Standardized Test Scores (NJ PARCC score reports)

I hereby grant my permission for the release of all mandated records requested by the Sussex County Technical School as listed in this application.

1. Print Name of Parent or Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Parent or Guardian: \_\_\_\_\_

2. Print Name of Local School Counselor: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Local School Counselor: \_\_\_\_\_

3. Print Name of School Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Local School Administrator: \_\_\_\_\_

If you have any questions, please feel free to contact our Admissions Department at 973-383-6700 ext. 257 or send an email to [admissions@sussex.tec.nj.us](mailto:admissions@sussex.tec.nj.us).

*Thank you,*  
**Sussex Tech Admissions**  
*Sussex County Technical High School*  
 105 N. Church Road  
 Sparta, New Jersey 07871  
[www.sussex.tec.nj.us](http://www.sussex.tec.nj.us)  
**email:** [admissions@sussex.tec.nj.us](mailto:admissions@sussex.tec.nj.us)  
**ph:** 973-383-6700 ext. 257  
**fax:** 973-383-9431

The Sussex County Technical School District does not discriminate on the basis of race, color, ethnicity, national origin, religion, creed, sex, age, parental status, physical disability, learning disability, or sexual orientation.