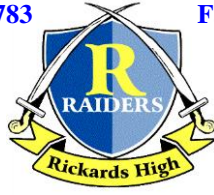


# JAMES S. RICKARDS HIGH SCHOOL

3013 Jim Lee Road  
Tallahassee, Florida 32301

Tel: (850) 488-1783

Fax: (850) 922-7104



Mr. Zachary Ansley, AP – Administration/Discipline  
Dr. Deborah Barnes, AP – Attendance/Curriculum  
Mr. Mike Holmes, AP – Facilities/  
Mr. Sam Striplin, Dean  
Ms. Claudette Farmer, AD

Dr. Joe Williams, IB Coordinator  
Dr. Aretha McNeil, AP Coordinator Mr. Earl  
Hankerson, AVID Coordinator  
Mr. Bobe McBride, Assistant Athletic Director  
Mr. Fred Varn, IB Dean

**Mr. Douglas Cook, Principal**

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\_\_\_\_\_  
Date

\_\_\_\_\_  
Date of Enrollment

Dear Registrar:

I have enrolled my daughter/son, whose name is \_\_\_\_\_ and whose  
birthday is \_\_\_\_\_ at James S. Rickards High School. I authorize you to release the following  
records to this school:

Transcript with current and previous grades  
Withdrawal grades  
Health records  
Standardized test results  
Psychological reports

Please include Florida Standards Assessments, End of Course Assessments, and the Florida Student Number, if  
applicable. Faxed copies are acceptable.

Thanks,

\_\_\_\_\_  
Melanie Allen, Registrar

\_\_\_\_\_  
Parent/Guardia Name

\_\_\_\_\_  
Parent/Guardian Signature

Complete name and address of previous school attended:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone # \_\_\_\_\_

Fax # \_\_\_\_\_

*“The Leon County School District does not discriminate against any person on the basis of sex (including transgender status,  
gender nonconforming, and gender identity), marital status, sexual orientation, race, religion, ethnicity, national origin, age, color,  
pregnancy, disability, or genetic information.”*