

REQUEST OF NON-DISCLOSURE OF DIRECTORY INFORMATION

(This form is effective for the current school year only)

BUILDING: _____ **GRADE:** _____

Certain Directory Information may be released to media, colleges, civic or school-related organizations, and state or governmental agencies, as well as published in programs for the athletic, music and theater presentations, and published in the school yearbook, of this school district.

Directory Information includes the following kinds of information: (20 U.S.C. 1232g(a)(5)(A))

1. Student Name
2. Address
3. Telephone Listing
4. Electronic Mail Address
5. Photographs, Videos, and Electronic Images
6. Date and Place of Birth
7. Grade Level, Enrollment Status, and Dates of Attendance
8. Major Field of study
9. Participation in Officially Recognized Activities such as Sports and Clubs
10. Sports activity sheets, Weight and Height of Members of Athletic Teams
11. Degrees, Honors, Recognition lists, and Awards Received, and GPA may be published
12. The Most Recent Previous School, School District, or Institution Attended
13. Playbills, School Yearbook, and Graduation Programs
14. Student ID number, User ID, or other unique personal identifier used by the student for purposes of accessing or to communicate in electronic systems, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user’s identity, such as a PIN, password, or other factor known or possessed only by the authorized user.
15. A student ID number or other unique personal identifier that is displayed on a student ID badge, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user’s identity, such as a PIN, password, or other factor known or possessed only by the authorized user.

Please circle the specific categories of information, if any, listed above that you do **NOT** wish to be released without your specific written permission.

_____ The release of all Directory Information is denied.

DATED this _____ day of _____ 20____ .

Name of Student

Signature of Parent/Eligible Student

Continue to next page

DATE received by the school administration office: _____

This form must be completed and returned to the school principal within thirty (30) days.

(1. Retain original 2. Send a copy to School District Web Master 3. School Building Office)

******Upon request of another school district, State/Local educational authority, or other educational institution/government agencies that maintain a record of further disclosures must provide a copy of the record of further disclosures to this school district within a reasonable period of time not to exceed 30-days.***