

INDEPENDENT SCHOOL DISTRICT 196
Rosemount-Apple Valley-Eagan Public Schools
Educating our students to reach their full potential

Series Number 505.2.4.3P Adopted June 1980 Revised May 2016

Title Denial of Release of Directory and Yearbook Information

The school district designates some of your student's personal information as "directory." This means the public can access the information. Also, some additional information on secondary students is available to the military and institutions of higher learning. If you wish to limit the release of this information, you must complete this form.

INSTRUCTIONS: *This form is to be completed by a student's parent or guardian or by a student if 18 years of age or older, if the parent or guardian, or student, wishes to deny the release of some or all information on the student. There are two parts to this form. The first part relates to general directory information. The second part relates to release of certain information to the military and institutions of higher learning.*

Denial of release of DIRECTORY INFORMATION

Pursuant to the district's Public Notice of Directory and Yearbook Information (Procedure 505.3.2P, Public Notice - Directory and Yearbook Information), the following directory information may not be published or released without my written consent. *A parent/guardian may not prevent the disclosure of a student's name, identifier or institutional email address in a class in which the student is enrolled or from wearing, disclosing or displaying a student ID badge.

Check ALL the directory information listed below that you do not want released:

- *Student's name
- Date and place of birth
- Major field of study
- Participation and performance in officially recognized school activities and sports
- Weight and height of members of athletic teams
- Dates of attendance
- Enrollment status
- District-issued email address
- Grade level
- Degrees, honors, diplomas and awards received
- Honor roll
- School of attendance
- Most recent previous educational agency or institution attended
- Photographs and other visual and audio representations for school-approved publications, yearbooks, newspapers, public presentations, student ID badges and publication on school-approved Internet pages
- *Student identification (ID) number, user ID, or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems or displayed on a student ID badge

Denial of release of INFORMATION TO THE MILITARY AND INSTITUTIONS OF HIGHER LEARNING

In accordance with the Minnesota Statute 13.01-13.09, Government Data Practices Act and Public Law 107-110 (No Child Left Behind Act of 2001), the district must release to military recruiting officers and institutions of higher learning the names, home addresses and telephone numbers of students in 9th, 10th, 11th and 12th grades within 60 days after the date of the request, unless parents or students refuse to release the information.

Check ALL the information listed below that you do not want released:

- 9th, 10th, 11th or 12th grade student's home address and telephone number (denial for release to military recruiters only)
- 9th, 10th, 11th or 12th grade student's home address and telephone number (denial for release to institutions of higher learning only)

I understand that, depending upon what information has been denied, my child(ren)/I (for student 18 or older) may be excluded from such published lists as honor rolls, news releases regarding sports achievements, honors received, athletic contest programs, theater and fine arts programs, graduation programs, future class reunion mailings, etc. *I understand that this denial of release of directory and yearbook information shall remain in effect until it has been modified or rescinded at my written request or by my child(ren) upon reaching age 18 or older.*

Student #1

_____	_____	_____	_____
print LEGAL name	date of birth	grade	school
_____		_____	
legal address	legal relationship to student		

Student #2

_____	_____	_____	_____
print LEGAL name	date of birth	grade	school
_____		_____	
legal address	legal relationship to student		

Student #3

_____	_____	_____	_____
print LEGAL name	date of birth	grade	school
_____		_____	
legal address	legal relationship to student		

Student #4

_____	_____	_____	_____
print LEGAL name	date of birth	grade	school
_____		_____	
legal address	legal relationship to student		

Parent Information

Parent/guardian/or student (18 years of age or older) name (please print)

Parent or guardian address (street, city, zip code)

Signature

Date

Complete both sides of this form.

Return completed form to the principal of your child's school.

Principals please forward original form to Student Information, District Office.

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