



Family Educational Rights and Privacy Act (FERPA)

Nondisclosure of Student Directory Information

To: _____, _____
(Name of Principal) (Name of School)

From: _____
(Name of Parent or Legal Guardian)

(Student's Name)

The Family Educational Rights and Privacy Act (FERPA) affords parents, legal guardians, and students age 18 or over certain rights with respect to their student's education records. For purposes of FERPA, USD 497 has designated certain information as "directory information," which may be disclosed for any purpose without prior consent. The primary purpose of this designation is for district use of the information in school publications, such as newsletters, drama playbills, recognition listings, graduation programs, sports team rosters, and school yearbooks.

USD 497 considers "directory information" to include: student name, address, telephone number, date and place of birth, participation in officially recognized activities and sports, weight and height of members of teams, dates of attendance, honors received, the most recent previous school attended by the student, class designation, and photographs. This information will be released upon request unless consent is withdrawn.

Military recruiters are entitled under Federal law to a list of names, addresses, and telephone numbers of high school students unless parents, legal guardians, or students age 18 or older request Lawrence Public Schools not to release such information without their prior written consent. If you submit this request to Lawrence Public Schools in writing to withhold such information from military recruiters, Lawrence Public Schools will honor that request until you otherwise withdraw it in writing. *Because school directories are public records, available to anyone including military recruiters, if you request the withholding of such information to the military, the student's name, address and telephone number will not appear in the school directory.*

NON DISCLOSURE OF STUDENT DIRECTORY INFORMATION-

I understand that I have the right to object to the release of my student's directory information. Therefore, I am opting to withdraw consent for the release of my student's directory information for (Check one):

- ☐ **Military Use** (This means your child's directory information will be omitted from the school directory only.)
- ☐ **Public Use** (This means your child's directory information will be omitted from ALL school publications, including the directory, yearbook, honor roll, graduation program, team rosters, concert programs, etc.)

Parent/Guardian Signature

Signature of Student if Age 18 or Older

Date

[Note: Federal law (Section 9528 of ESEA (20 U.S.C. 7908), as amended by the No Child Left Behind Act of 2001 (P. L. 107-110), and 10 U.S.C. 503, as amended by section 544, the National Defense Authorization Act for Fiscal Year 2002, (P.L. 107-107), require educational agencies to provide military recruiters, upon request, students' names, addresses and telephone listings, whether or not the information is designated as directory information under FERPA. This law also requires that military recruiters be given the same access to students at school as postsecondary institutions or prospective employers.]