

**MEIGS LOCAL SCHOOL DISTRICT
FERPA DIRECTORY INFORMATION OPT-OUT FORM**

Student's Last Name: _____ Student's First Name: _____

School: _____ Grade: _____

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Meigs Local School District maintains student education records in accordance with the Family Educational Rights and Privacy Act (FERPA) and Board Policy 8330.

FERPA allows the District to designate certain student information as “**directory information**.” This information may be released without prior written consent unless a parent/guardian or eligible student(student who is 18 years of age or older) chooses to opt out.

DIRECTORY INFORMATION

The District has designated the following as directory information:

- Student name
- Major field of study
- Participation in officially recognized activities and sports
- Height and weight (for members of athletic teams)
- Dates of attendance
- Date of graduation
- Awards received

Directory information may be used in school publications, yearbooks, honor roll lists, programs, district communications, and shared with media outlets for educational purposes.

The District does **not** release directory information to outside organizations for profit-making purposes.

MILITARY AND COLLEGE RECRUITER ACCESS

Federal law requires the District to provide the **name, address, and telephone number** of secondary students to military recruiters and institutions of higher education upon request, unless a parent/guardian or eligible student opts out.

PARENT/GUARDIAN OPT-OUT OPTIONS

☐ **I DO NOT GIVE permission** for Meigs Local School District to release my student's directory information as described above.

MILITARY / HIGHER EDUCATION OPT-OUT (Secondary Students Only)

☐ **I DO NOT GIVE permission** for my student's name, address, and telephone number to be released to military recruiters and institutions of higher education.

IMPORTANT NOTICE

- If no box is checked and the form is not returned, the District will release directory information as permitted by law.
- This form must be submitted within **ten (10) school days** of the start of the school year or student enrollment.
- This opt-out remains in effect for the current school year unless revoked in writing.
- Choosing to opt out may prevent your student's information from appearing in yearbooks, honor rolls, athletic programs, and other school publications.
- **This form should be returned to the student's school office.**

Parent/Guardian Name (Printed): _____

Parent/Guardian Signature: _____

Date: _____