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Exhibit A—Consent to Disclose Student Information Protected by the Family Educational Rights and Privacy Act (FERPA)

Note to administrator: Use this consent form for general education records or Personally Identifiable Information (PII) in education records; student intellectual property is addressed at Exhibit C.

Note: Unless there is a legal exception under FERPA (20 U.S.C. § 1232g; 34 C.F.R. Part 99), other law, or existing written parental consent on file, a parent or eligible student must provide consent before the District may release or disclose a student's education records, or personally identifiable information contained therein, to a third party.

This consent authorizes the District to release or disclose the specific information listed for the purposes and in the manner specified below.

An "eligible student" is a student who is age 18 or older. A "parent" means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian, including a person standing in parental relation to a child. However, a parent does not include a person whose parent-child relationship has been terminated or a person not entitled to possession of or access to a child under a court order.

To Highland Park Independent School District:

I hereby agree to allow Highland Park Independent School District to disclose the following education records or personally identifiable information on those records of _____ (*name of student whose information is requested to be disclosed*), assigned ID number _____ (*student identification number*):

This information may be disclosed for the following purposes:

The above information may be released to the following recipient(s) (*name of person, school, agent, or other, including mailing address or contact information for disclosure*):

STUDENT RECORDS

FL
(EXHIBIT)

I understand that I may withdraw my consent to share this information at any time. A request to withdraw consent should be signed, dated, and submitted in writing to:

_____ *(insert contact information for District employee in charge of release of student education records or personally identifiable information)*

Print or type name of parent (or eligible student if age 18 or older):

Signature:

Date:

Exhibit B— Disclosure of Student Information Protected by FERPA to Parents of Dependent Students 18 Years or Older

Note: A district may disclose education records, or personally identifiable information from education records, to a parent without prior written consent of an eligible student if the disclosure meets the conditions in 34 C.F.R. 99.31(a), including if the student is a dependent for tax purposes or in the case of a health or safety emergency. [See FL(LEGAL)] This form may be used to obtain documentation from a parent requesting education records or personally identifiable information from education records for an eligible student who is a dependent of the parent for tax purposes. An “eligible student” is defined by 34 C.F.R. 99.3 as a student who has turned 18 years old or is attending an institution of postsecondary education. A “parent” is defined by 34 C.F.R. 99.3 to include a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian. A “dependent student” is defined by section 152 of the Internal Revenue Code of 1986, as specified by 34 C.F.R. 99.31.

Date:

To: (ISD)

Highland Park ISD

From: (full name of parent requesting
information)

Address: (full address with city, state,
and zip code)

Student's full name:

Campus:

Grade level:

Under the Family Educational Rights and Privacy Act (FERPA), the Highland Park Independent School District is permitted to disclose information from education records to a parent if the parent claims the student as a dependent for federal tax purposes. Please indicate whether you are a parent of the student whose records or information you seek and whether you claim the student as a tax dependent.

Please check applicable boxes to affirm:

- ☐ I certify that I am a parent of _____ (name of student)
as defined above.
- ☐ I certify that I claim _____ (name of student) as a
dependent for federal income tax purposes at the time this request is made.

Signature of parent:

Date: