

**Odessa School District
High School Directory – Opt-Out Notice**

Dear Parents and Guardians,

Odessa School District participates in a high school directory program that allows colleges, universities, and other higher education institutions to provide students with information about college admissions, scholarships, educational opportunities, and postsecondary programs.

The directory may include the following student information:

- Student's full name
- Grade level
- School name
- Mailing address
- Telephone number
- Email address

If you **do not want your student's information included in the high school directory or shared with higher education institutions**, please complete and return the attached opt-out form to the school office.

If you have any questions or concerns, please contact the school office.

Thank you for your time and cooperation!

Sincerely,
Odessa School District

ODESSA SCHOOL DISTRICT

HIGH SCHOOL DIRECTORY OPT-OUT FORM

The high school directory may share student directory information with colleges, universities, and other higher education institutions so they can provide information about admissions, scholarships, educational opportunities, and postsecondary programs.

Student information

Student's full name: _____

Grade level: _____ School year: _____

Opt-out request

☐ I request that my student's information be excluded from the high school directory and not shared with colleges, universities, or other higher education institutions through this directory program.

Parent/Guardian

Parent/Guardian name: _____

Phone number or email (optional): _____

Parent/Guardian signature: _____ Date: _____

Please return this completed form to the Odessa School District office.

For school office use only: Received by: _____ Date: _____