



PARENT RELEASE OF STUDENT INFORMATION FORM

Student Name _____

*** For items left blank, we will assume a YES answer. ***

During the current school year, your child’s image/photograph or work may be included in a classroom or school project that could be used in any of the following ways:

- Published on the school’s website (catholic-schools.org)
- Posted on the school’s Facebook page (facebook.com/catholicschoolsfairbanks)
- Demonstration project/activity in education workshops/classes/conferences
- Appear in a video made for school advertising (to include YouTube commercials and HIPOW auction & dinner video)
- Used in a printed publication such as a newspaper or magazine
- Videod to appear in a school related program to be used by a local television station or school project (athletic events, open house, science fair, etc.)

While your child’s name may accompany the photo, no last name or address will be included with your child’s picture when published on the web. There is no monetary compensation for the use of the work. Your permission grants us approval to publicize without prior notification. You may revoke these rights at any time by contacting the school office.

Release Form

In cases of divorce or separation, unless the school receives a legal document or copy of a divorce decree stating your child’s other parent does not have access to your child’s records, we are required by law to extend to the other parent access to student records. I acknowledge that I have been notified of my rights under the Family Education Rights and Privacy Act (FERPA) and allow the release of information as indicated on this form.

_____ I/We **DO** give permission for _____’s image/photograph or work to be used as described above. Child’s Full Name

_____ I/We **DO NOT** give permission for _____’s image/photograph or work to be used as described above.* Child’s Full Name

** Your child’s photo will still appear in the school’s year book. Please contact the School Office if this is not acceptable.*

Parent/Guardian Name _____

Parent/Guardian Signature _____ Date _____

FOR PARENTS WITH CHILDREN IN GRADES 11 and/or 12

The Every Student Succeeds Act of 2015 requires we release student names, mailing addresses and telephone numbers to military recruiters unless parents specifically restrict the release of this information.

Do you allow your student’s name, mailing address and telephone number to be released to military recruiters?

___Yes ___No Parent Initials_____

I understand that my student may request the Counseling Office send transcripts to colleges and universities. Parent Initials _____



FERPA

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education records. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
 - School officials with legitimate educational interest;
 - Other schools to which a student is transferring;
 - Specified officials for audit or evaluation purposes;
 - Appropriate parties in connection with financial aid to a student;
 - Organizations conducting certain studies for or on behalf of the school;
 - Accrediting organizations;
 - To comply with a judicial order or lawfully issued subpoena;
 - Appropriate officials in cases of health and safety emergencies; and
 - State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

You may contact the Family Policy Compliance Office at the following address:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-8520