DENIAL OF PERMISSION TO RELEASE DIRECTORY INFORMATION WITHOUT PRIOR WRITTEN CONSENT

Dear Parent:

Certain directory information may be released to media, colleges, civic or school-related organizations and state or governmental agencies as well as published in programs for the athletic, music and theater presentations of this District.

Directory information includes the following kinds of information:

- 1. student's name
- 2. student's address
- 3. telephone number(s)
- 4. student's date and place of birth
- 5. participation in officially recognized activities and sports
- 6. student's achievement awards or honors
- 7. student's weight and height, if a member of an athletic team
- 8. major field of study
- 9. dates of attendance ("from and to" date of enrollment)
- 10. date of graduation

Please circle the specific categories of information, if any, listed above that you <u>do not wish</u> to be released without your specific prior written permission.

The release of all Directory Information is denied.

This form must be completed and returned to the principal within 10 days after publication of the notice of "Directory Information" if the release of specific Directory Information is denied.

 Name of Student
 School
 Grade

 Parent's/Guardian Signature
 Date

 Adopted:
 October 16, 2001

 Revised:
 March 17, 2010

Columbia Schools, Columbia Station, Ohio