

**CNMI PUBLIC SCHOOL SYSTEM
FERPA DIRECTORY INFORMATION OPT-OUT FORM**

Student Full Name (Printed): _____

Parent/Guardian(s) Name (Printed): _____

NOTICE OF DIRECTORY INFORMATION OPT OUT

In accordance with the *Federal Educational Rights and Privacy Act of 1974* (FERPA), as amended, a student's education records are maintained as confidential and, except for a limited number of special circumstances listed in that law, will not be released to a third party without the parent/student's prior written consent. The law, however, does allow schools to release student "directory information" without obtaining the prior consent of the parent/student. If you do not want the release of certain types of directory information without your prior consent, you may choose to "opt-out" of this FERPA exception by signing the Form below. Directory information of a student who has opted-out from the release of directory information, in accordance with this policy/procedure for opting out, will remain flagged until the student requests that the flag be removed by completing and submitting a revocation of the opt out to the School.

TO: CNMI Public School System

I request the withholding of the following personally-identifiable information identified as Directory Information under FERPA. I understand that upon submission of this Form, the information checked cannot be released to third parties without my written consent or unless the School is required by law or permitted under FERPA to release such information without my prior written consent; and that the checked directory information will not otherwise be released from the time the school receives my Form until my opt-out request is rescinded. I understand that I may not opt out of use of my student ID number because it is necessary identifying information for the School. I further understand that if directory information is released prior to the School receiving my opt-out request, the school may not be able to stop the disclosure of my directory information. I understand that I may request and challenge how my directory information is used by contacting the school.

_____ CHECK HERE TO OPT OUT OF ALL DIRECTORY INFORMATION IDENTIFIED BELOW

or

CHECK THE INDIVIDUAL BOXES BELOW TO SELECTIVELY OPT OUT OF INFORMATION SHARING

_____ Name

_____ Permanent or home address

_____ Telephone number(s)

_____ Date of birth

_____ Place of birth

_____ Participation in officially recognized activities and sports

_____ Weight / height

_____ Dates of attendance

_____ Awards, honors, and/or degree(s) received

_____ Most recent previous school attended

_____ Photograph, Video, Image, Writing, and Voice Recording

_____ Enrollment Status (*e.g.* full-time, part-time)

_____ E-mail address

_____ Grade Level or Class standing (*e.g.* sophomore)

Date: _____

Print Name & Signature: _____

If under 18, a parent or guardian must sign to opt the student out.

The *No Child Left Behind Act of 2001 (NCLB)* requires schools to release a secondary student's name, address, and phone number to military recruiters & institutions of higher education unless the student (of any age) or parent requests in writing that such information be withheld. *Be aware that military recruiters ask for information regarding 11th and 12th grade students only.*

FOR HIGH SCHOOL STUDENTS ONLY:

As a parent, I hereby exercise my right to request that you do not disclose the name, address, or telephone number of my student to:

___ military recruiters

___ institutions of higher education

As a secondary student, I hereby exercise my right to request that you do not disclose my name, address, or telephone number to:

___ military recruiters

___ institutions of higher education

