

FERPA Opt-Out Form

Administrative Guideline E175-R and Student Handbooks define “directory information” which Community School Corporation of Eastern Hancock County is permitted to release without specific parental permission to reliable third parties. Under the Family Educational Rights and Privacy Act (FERPA), parents/legal guardians of students have the right to request the withholding of any or all of this “directory information.” You may withhold any or all of the types of “directory information.” Each student must have their own Opt-Out Form. The Opt-Out Form remains valid for the duration of the student’s enrollment with the Community School Corporation of Eastern Hancock County. This form must be received by your child’s school within 20 business days of the start of school or within 20 business days of enrolling your student in order to withhold information.

Student Name _____

Student Grade _____

School _____

SELECT FROM THE FOLLOWING:

- I do not wish Community School Corporation of Eastern Hancock County to release any directory information for my child.
- I do not wish Community School Corporation of Eastern Hancock County to release the following directory information for my child:

- Student’s name
- Student’s age
- Student’s address and phone number
- Student’s date and place of birth
- Major field of study
- Grade level, school, class assignment, and teacher
- Earned or received awards (including Honor Roll)
- Participation in officially recognized activities and sports, and weight and height of members of athletic teams
- Dates of attendance and date of graduation
- A school photograph
- Student work for display at school at the discretion of the teacher
- Videotape of children participating in school activities
- Photograph of the student taken during school activities to be used on Community School Corporation of Eastern Hancock County’s or Community School Corporation of Eastern Hancock County PTO website(s) or social media accounts, publications (such as newsletter or brochures), or media coverage of school day activities (such as newspapers or television). Students shall not be identified by full name in the photographs unless express parental consent has been received in advance.

- Student ID number if the ID number cannot be used to gain access to educational records except when used in conjunction with one or more factors that authenticate the user's identity

Parent/Guardian Name _____

Parent/Guardian Signature _____

Date _____