



## FERPA OPT-OUT FORM

### Grand Haven Area Public Schools

Pursuant to the Federal Educational Rights and Privacy Act of 1974 (FERPA) and Section 1136 of the revised school code, MCL 380.1136, a student's educational records and the personally identifiable information contained therein are maintained as confidential. Except for a limited number of circumstances permitted by law, a student's education records will not be released to a third party without the parent's or student's (if the student is 18 or older) prior written consent.

One of these exceptions allows schools to release a student's "Directory Information" without obtaining the prior consent of the parent or student. "Directory Information" is defined as:

- A student's name
- Address
- Telephone number
- Date and place of birth
- Major field of study
- Participation in officially recognized activities and sports
- Height and weight, if member of an athletic team
- Dates of attendance
- Date of graduation
- Awards received
- Honor rolls
- Scholarships
- Telephone numbers for inclusion in school PTO directories
- School photographs or videos of students participating in school activities, events, or programs
- Name of parent or guardian of student

If you do not want the school district to release your or your student's directory information, you may choose to "Opt-out" of this FERPA exception by filling out and submitting this form to the student's building principal.

I request the school district with hold the above referenced "Directory Information." I understand that by submitting this form, this information cannot be released to third parties without my written consent or unless the school district is required by law or permitted under FERPA to release such information without my prior written consent. I further understand that if directory information is released prior to the school district receiving this opt-out request, the school district may not be able to stop the disclosure of my directory information.

Name of Student \_\_\_\_\_

Name of Parent/Student Signing Form \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_