

# PENN MANOR SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED: July 2, 2012

REVISED:

250-AR-0-FORM. NOTIFICATION TO STUDENTS/PARENTS/GUARDIANS

## Release of Student Directory Information

\_\_\_\_\_  
Date

Dear Student and Parents/Guardians:

In accordance with federal and state law, the \_\_\_\_\_ School District is required to disclose to military recruiters and postsecondary education institutions, upon request, the names, addresses and published telephone numbers of junior and senior high school students.

The district is also required to inform students and parents/guardians of the right of the student or the parents/guardians to request that the district not release such information about the student without prior written consent.

Parents/Guardians and students who are eighteen (18) years of age or older who are exercising their option to withhold consent for the release of the above information to military recruiters and/or postsecondary education institutions must complete and sign the form below and return it to the building principal by \_\_\_\_\_.  
(at least twenty-one (21) days after mailing date)

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### Reservation Of Consent For Release Of Student Directory Information To Military Recruiters/Postsecondary Institutions

Please do not release the name, address and telephone number of:

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

\_\_\_\_\_  
Grade

\_\_\_ to military recruiters

\_\_\_ to postsecondary education institutions

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date