



**Do NOT RELEASE
STUDENT DIRECTORY / PHOTOGRAPHS / MILITARY FORM**
DISTRICT RECORDS
SCHOOL DISTRICT U-46

As required by law, the School District may release Directory Information & Student Photographs/Images to the general public upon request; as well as student name, address and phone number to the Military Recruiters/Post Secondary Educational Institutions upon request. The school must provide this information unless the parents request that it not be disclosed without their prior written consent.

Please fill it out only if you do NOT want your child's information to be released. Please indicate it on the form below and return it to the school office.

DIRECTORY INFORMATION for School Year 2015-2016

School District personnel may release "directory information" concerning students to members of the general public upon request. "Directory information" includes the following: student's name and address; parents' name and address; birth date; gender; grade level; academic awards and honors; participation in school-sponsored activities; organizations and athletics; major field of study; and period of attendance in school. Parents who request that directory information not be released should notify the school on an annual basis before the beginning of the school year.

Please note that by electing to opt out of directory information publication, your student's directory information will not be in the school student directory, activity or athletic programs, school newsletters, local newspaper articles, graduation or vendor listings such as class rings, caps and gowns, and graduation announcements. You will need to contact the companies directly. Parents are advised that they cannot select specific items to be included or withheld.

Please check if

As a parent, I request that my student's directory information **not** be released to general public and included in school publications.

YEARBOOK – requesting my student to be excluded from Directory Information **DOES NOT** exclude the publishing of my student's name, portrait, works or other photographs in the school yearbook.

STUDENT PHOTOGRAPHS & VIDEOS for School Year 2015-2016

Students may occasionally appear in photographs and videotapes taken by school or district staff members, other students, or other authorized officials. The school/district may use these images in various publications, including the school newspaper, district newsletter, school/district website, or any other district publication; the students may or may not be identified by name with their image. Parents who do not want their student's photograph/image or work to be published in print, video or on the Web should provide written notice indicating their request to the school on an annual basis before the beginning of the school year.

Please check if

As a parent, I **do not** grant consent to School District U-46 to publish the photographs/images/work of my child in any school or District sponsored material, publication, videotape, or website, or to release it to outside entities such as the news media.

MILITARY RECRUITERS/POST-SECONDARY EDUCATIONAL INSTITUTIONS for School Year 2015-2016
(High School Students Only)

As required by law, District U-46 will provide the names, addresses and telephone listings of students in grades 10-12 to military recruiters and/or post-secondary educational institutions upon request. Parents who request that directory information not be released to military recruiters and/or post-secondary educational institutions should notify the school on an annual basis before the beginning of the school year.

Please check if

As a parent, I request that you **do not** turn over my student's name, address, telephone listing and school records to the Armed Services, Military Recruiters, and Military Schools.

As a parent, I request that you **do not** turn over my student's information to Post-Secondary Educational Institutions.

Student Name (please print)

School Name (please print)

Parent / Guardian Signature

Parent / Guardian Name (please print)

Date