

**Parental Notification and
Student Records Release Opt Out Form**

2011-12 School Year

Dear Parents/Guardians:

Due to changes to the Family Rights and Privacy Act (FERPA) in the recent No Child Left Behind (NCLB) legislation and the Patriot Act anti-terrorism bill, school districts now have additional student records notice requirements. The law allows military recruiters and post-secondary institutions access to directory type information such as student names, addresses and phone numbers, unless parents/guardians sign a form denying access.

We must notify you that directory information commonly collected and sold for a nominal fee by parent organizations at each high school of the Cedar Rapids Community School District is also made available to military recruiters and post-secondary institutions upon request.

This is official notification that if you DO NOT want your son or daughter's name, address and telephone number to be accessible through our high schools to military recruiters and post-secondary institutions, you will need to request that their information be withheld from the school directory. Students then wishing to get information from a particular post-secondary institution should contact their high school guidance counselor.

The electronic permission for Military Opt Out will need to be set to No in order to have your student(s) name withheld from the school directory.

Contact your student's school with any questions or concerns.