

# Parkview Christian School Release of Student Information

**Student name:** \_\_\_\_\_

I, \_\_\_\_\_, am the parent/legal guardian of the above-named student. I authorize Parkview Christian School to release the following educational information concerning this student to \_\_\_\_\_ (agency/individual name).

**Please place a check next to all categories that apply:**

- |  |   |
|--|---|
| <input type="checkbox"/> Demographic information               | <input type="checkbox"/> Parent/Guardian Name       |
| <input type="checkbox"/> Student grades                        | <input type="checkbox"/> Gradebook                  |
| <input type="checkbox"/> Daily Attendance Records              | <input type="checkbox"/> School Portal              |
| <input type="checkbox"/> Discipline Records                    | <input type="checkbox"/> All of The Above           |
| <input type="checkbox"/> Individual Education Plan             | <input type="checkbox"/> Other (Please list: _____) |
| <input type="checkbox"/> Immunization Records                  | _____   |
| <input type="checkbox"/> Exceptional Student Education records | _____   |

This release shall be valid from the signature date until the beginning of the next academic year. Unsigned forms are not valid. A photocopy shall be deemed as valid as the original. I understand that I have the right to revoke this release at any time, verbally or in writing.

**Parent/Guardian Signature:** \_\_\_\_\_

**Date of Signature:** \_\_\_\_\_

**This form must be notarized**

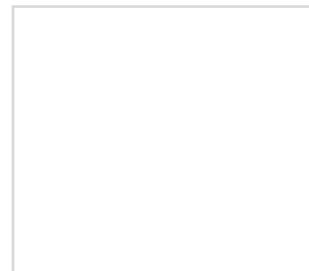
STATE OF ALABAMA  
COUNTY OF BARBOUR

The foregoing instrument was acknowledged before me the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
by \_\_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_, Notary Public

My commission expires \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

Apply seal below



**SEE DIRECTIONS ON THE REVERSE SIDE BEFORE COMPLETING THIS FORM**

# Parkview Christian School Release of Student Information

**Please carefully read these directions before completing the release form.**

- The Family Educational Rights and Privacy Act (FERPA) protects the accuracy and privacy of the educational records of students and affords parent or guardian certain rights with respect to student records.
- The right most closely associated with this form is the right of parent/guardian to consent to disclosures of personally identifiable information contained in the records, except to the extent that FERPA authorizes disclosure without consent.
- A parent or guardian signing this form consents to release of educational records from the date of signing until the beginning of the next academic year, a maximum period of one (1) calendar year.
- A parent or guardian has a right to revoke this release at any time by making a verbal or written request to the school administration.
- This form provides choices to parent or guardian relative to the educational records that are released. At no time should the individual receiving any records released through use of this form make that choice. The decision is at the sole discretion of the parent or guardian.
- Signature of this form may only be provided by a parent, guardian, or individual(s) authorized by the court to make decisions on the student's behalf.
- **All** spaces on the form must be completed or the form will be considered invalid. Forms missing any part of the requested information will not be honored by the school administration.
- FERPA permits disclosure without consent pursuant to a court order, or subpoena, and to school officials with legitimate educational interests. However, Parkview Christian School is required to provide notice to the parent(s) or guardian(s) before records are released in response to a court order or subpoena unless law prohibits such notice. Notification allows time for the parent(s) or guardian(s) to contact the requesting agency.
- Information protected under FERPA is the information that is contained in student education records. This release pertains only to release of such information.