SIGNING THIS FORM IS **OPTIONAL**. SIGN AND RETURN THIS FORM ***ONLY*** IF YOU DO NOT WISH TO HAVE SOME OR ALL DIRECTORY INFORMATION RELEASED FOR QCUSD PURPOSES.

**STUDENT DIRECTORY INFORMATION OPT-OUT FORM**

The District is required to obtain your written consent prior to releasing educational records or personally identifiable information concerning your student. Federal law provides a number of exceptions to this requirement, for example, when releasing information to other school and District officials, to the Arizona and United States Department of Education, to other schools where your student seeks to enroll, and for other exceptions provided by law. The District may also release “directory information” (specified below) concerning your student without your written consent, unless you have provided the District notice of your desire to opt-out of directory information.

NOTE: Your student’s home address, home telephone number, e-mail address, and class rank will only be released as “directory information” under the following circumstances and to the following individuals and groups without your written consent: 1) Colleges, universities, and prospective employers for purposes of recruitment, notification of scholarship offers or job opportunities, and similar purposes; or 2) Queen Creek Unified School District-affiliated and approved groups or vendors [e.g. student groups and clubs (yearbook, student newspapers, student council, marching band, National Honor Society, and the like); student athletic teams; parent booster clubs; site council; parent-teacher groups; graduation vendors (photographs, caps and gowns, announcements), and the like]. This information will not be considered “directory information” if being requested by an individual or group that does not conform to the requirements above (e.g. for-profit business that are not District-approved vendors, outside media groups, and the like). In those circumstances, your student’s home address, e-mail address, and class rank will not be released unless the District has obtained written consent provided by the parent/guardian or eligible student.

If you do not want any or all directory information about your student to be released to any person or organization without your prior signed and dated written consent, you must notify the District in writing by checking off any or all of the rejected information below and signing and returning this form to your student’s school within two (2) weeks of receiving this form, or August 31, whichever occurs first. If the Queen Creek Unified School District does not receive this student’s Student Directory Information Release Form by your returning this form within the prescribed time, the District will assume that your permission is given to use the directory information as described above.

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TO: Principal: I DO NOT wish to have QCUSD disclose the directory information checked below under any circumstance. The checked information will not be released to colleges or universities, it will not be used for scholarships, placed on athletic/activity rosters, or school programs, and photographs will not appear in the yearbook or other similarities for:

Student's Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student’s ID #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Legal Guardian/Eligible Student Signature Date

□ Student's name

□ Student's parents' names

□ Student’s parents’ email addresses

□ Student's home address

□ Student's home telephone number

□ Student's electronic (e-mail) address

□ Student’s current school of attendance

□ Student’s major field of study

□ Student's photograph

□ Student’s grade Level (9th, 10th etc.)

□ Student’s enrollment status (part time or full time)

□ Student’s honors and awards received

□ Student’s dates of attendance (semester, quarter, etc., not specific days in school)

□ Student’s participation in officially recognized activities and sports

□ Student’s height, weight and athletic number if member of an athletic team

□ Student’s most recently attended educational agency or institution

□ Class rank by percentages (for example, top 10%, top 20%)

□ Military Opt-Out: Check this box if you do not want directory information released to military recruiters or military schools

**ITEMS CHECKED WILL NOT BE RELEASED AS DIRECTORY INFORMATION**

This form will remain in effect unless written notification is received from you, by the school Principal, identifying any changes you wish to make to your student’s directory information.