



New Market Skills Center "NMSC"
7299 New Market Street SW
Tumwater, WA 98501
(360) 570-4500
www.newmarketskills.org

Student Directory and Visual Information Release Opt Out Form

Several federal and state laws, as well as district policy, govern the information we request about your student and what we are permitted to do with that information.

Student Records

The federal Family Rights to Privacy Act (FERPA) and Washington State's RCW 28A.230.180 authorizes school districts to identify certain information as "directory information" which may be released publicly.

- Student name, address, and telephone number (unless unlisted)
• Date and place of birth
• Course/field of study
• Participation in officially recognized activities and sports
• Weight and height of athletic team members
• Diplomas and awards received
• Schools attended and dates of attendance

The directory information may be used in printed and electronic forms such as student directories, school yearbooks, newspapers, and newsletters. Such information will not be released for commercial purposes. Section 9528, of the federal No Child Left Behind Act (NCLB) grants military recruiters and higher education institutions access to personal student information upon request.

It has not been our experience to receive requests from any institutions of higher education. They receive student information from other sources (E.g. College Board-PSAT, SAT, and ACT testing companies). Parents/legal guardians may request, in writing, that they do not want such information released.

Visual Information

Photographs, or other visual communication tools such as videos, may include students in communication materials about New Market Skills Center or for other non-profit, education-related purposes.

Parent/legal guardians may request, in writing, that their student not be included in such visual communications.

~~~New Market Skills Center Student Directory and Visual Information Opt Out Form ~~~

Student's Name \_\_\_\_\_ (Print, please)

- [ ] I do not want my student's directory information released to anyone except where required by law for the conduct of school business.
[ ] I do not want my student's directory information released to military recruiters or institutions of higher education.
[ ] Please do not include my student in any visual communication for use in New Market Skill Center, or other non-profit education related purposes.

Parent/legal guardian or student (if 18 or older) \_\_\_\_\_ Date \_\_\_\_\_