

## Request to Restrict Privacy Information

Public release of student information is limited by Ohio and Federal Law to Directory Information. This includes name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of athletic team members, dates of attendance, date of graduation, and awards received.

Parents, legal guardians, or students 18 years of age have the ability to control the release of Directory Information. Please indicate if you wish to restrict Norwood City Schools from releasing Directory Information on the student named below. If you check both of these boxes, your child's directory information will not be released to anyone.

**GENERAL PUBLIC RELEASE** (including media, potential employers, colleges and universities, etc.)

- Norwood City Schools **IS NOT** allowed to release Directory Information to potential employers, colleges and universities, and other eligible entities.

**Military Recruiters**

- Norwood City Schools **IS NOT** allowed to release Directory Information to military recruiters.

Student's Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Birthdate: \_\_\_\_\_

School of Enrollment \_\_\_\_\_ Grade: \_\_\_\_\_

***Please check one:***

- I am a student, and I am 18 years of age or older.
- I am the parent, guardian or custodian of the student, and the student is under 18 years of age.

Name (Please Print): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parents and/or eligible students who believe their rights under the Federal Education Rights and Privacy Act (FERPA) have been violated may file a complaint with:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW 20202-4605  
Washington, D.C.  
[www.ed.gov/office/POM/fpco](http://www.ed.gov/office/POM/fpco)

Informal inquiries may be sent to the Family Policy Compliance Office via the following email address:  
[FERPA@ED.Gov](mailto:FERPA@ED.Gov)

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Please return this form to  
your child's school.

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