

Neenah Joint School District – Denial of Release Form

**** The School District will not release any directory information to third parties or outside organizations for solicitation, except as required by law. This form only needs to be submitted if you do not want directory data released for internal District use (yearbook, news releases, athletic rosters, birthday lists, etc.)**

The form must be submitted no later than 14 days after the opening of school or of enrolling in school in the case of those entering after the school year has started. A new form will need to be completed each year.

Please note that District policy prohibits the District from releasing directory data to any third party requester for solicitation of students or parents/guardians. The District is required to release high school directory data to post-secondary institutions and military recruiters unless denied by a parent.

The entire District policy regarding directory data may be viewed here:
http://www.neenah.k12.wi.us/cms_files/resources/StudentRecordspolicy8330.pdf

Student's Legal Name (print)

Date of Birth

School

Please check all that apply for the student listed above:

- I deny the release of any directory data for internal District use (this will exclude students from being included in any yearbooks, District news releases, athletic rosters, class birthday lists and other District publications).
- I deny the submission of personal information to post-secondary institutions, including technical colleges and universities (high school students only).
- I deny the request to release name, address and phone number to the Armed Forces and Military Recruiters (high school students only).

Parent/Guardian Signature _____

Date _____