

**OPT-OUT FORM for  
NON-RELEASE of STUDENT NAME, ADDRESS and PHONE NUMBER**

Colleges, universities, employers, and the military request school districts to give student contact information, including the names, addresses, and phone numbers of high school students, to them. Federal law requires that if school districts release such information to colleges and universities, they must also release that information to the military upon request.

The law allows students, parents and guardians to "opt out," which means to refuse to give a student's contact information to one, some, or all of these groups. If you don't want the school district to give out student contact information, please fill out the form below and turn it in to the school. Students or their parent or guardian may fill out this form. Please keep a copy for your records. Get the form in early in case the school has a deadline.

\_\_\_\_\_

**Date:** \_\_\_\_\_ **Name of High School:** \_\_\_\_\_

I hereby request that the contact information, including the name, address, and telephone number, of this student, \_\_\_\_\_, **NOT** be released,  
(Print name of student)  
without prior written parental consent, to the following:

(check one or more boxes below that apply)

- Military (United States Army, Navy, Air Force, Marines) and military schools
- Colleges, universities, and educational institutions
- Prospective employers

\_\_\_\_\_  
Print Name of Parent or Legal Guardian

\_\_\_\_\_  
Signature of Parent or Legal Guardian

OR

\_\_\_\_\_  
Print Name of Student

\_\_\_\_\_  
Signature of Student

