



AUTHORIZATION FOR RELEASE OF SCHOOL STUDENT RECORDS

I, _____,

parent legal guardian surrogate parent student (over 18),

authorize _____ to release records checked

SCHOOL

below, regarding, _____, _____/_____/_____,

STUDENT

BIRTHDATE

to: _____,

NAME & TITLE

PHONE

AGENCY, STREET ADDRESS, CITY, STATE, ZIP CODE

for the purpose of _____,

This consent is valid until _____/_____/_____, unless otherwise revoked by me in writing.

RECORDS TO BE EXCHANGED

The records exchanged shall cover the dates of ___/___/___ to ___/___/___.(Optional)

PERMANENT RECORDS

- Student's Name, Address, DOB, Birthplace, Gender
- Attendance Records
- Academic Transcript
- Accident Reports
- Honors/Awards received
- Parent's Name(s), Address(es)
- Health Records (excluding mental health)
- (Participation in Extracurricular Activities)

TEMPORARY RECORDS

- Class Schedule
- Disciplinary Information
- Special Education Records
- Educational Evaluation & Reports
- Specialized Evaluations: psychiatric, audiological, vocational assessment
- Other: _____
- Test Scores: intelligence, aptitude, achievement levels
- Family Background Information
- Psychological Evaluations
- Medical/Nursing Records
- Speech, Physical or Occupational Therapy Evaluations/Reports
- Reports/Evaluations Received From: _____
- IEP
- Social Work Assessment

NOTE: Release of MENTAL HEALTH records requires completion of a consent form in compliance with the Mental Health and Developmental Disabilities Act, 740 ILCS 110.

I understand that I have the right to INSPECT, COPY, and CHALLENGE the content of the school student records for which I am authorizing exchange. I also have the right to designate the school student records to be exchanged or to identify specific portions of a school record to be exchanged by this consent. Any such limitations have been noted above.

PARENT SIGNATURE

DATE

STUDENT SIGNATURE (over 18)

DATE

NOTICE TO AGENT/PERSON RECEIVING RECORDS Under the provision of the *Illinois School Student Records Act*, 105 ILCS 10/6(d) and the *Federal Education Rights and Privacy Act*, you may not re-disclose any of the information received without first obtaining specific, written, consent conforming with these Acts. Unauthorized rerelease of this information could result in your inability to receive future educational records for a period of five years.