

**FERPA Directory Information Opt-Out Form**  
**Department of Student Services**  
**Lincoln Public Schools**

I, \_\_\_\_\_, hereby refuse to let Lincoln Public Schools designate any type of information pertaining to \_\_\_\_\_ (name of student) as directory information (see definition below) pursuant to the Family Educational Rights to Privacy Act (FERPA).

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**Note:** This request may be signed by the student's parent. However, if the student is an "eligible student" (18 years of age or older), it may only be signed by the student.

The provision of this form does not reflect the position of Lincoln Public Schools that the request for non-disclosure should or should not be made.

The types of personally identifiable information that the District has designated as directory information are as follows:

1. Student's Name, address, telephone listing, and the name, address, telephone listings (if not unlisted), e-mail address and work or other contact information of the student's parent/guardian or other adult acting in loco parent or with authority to act as parent or guardian in educational matters for the student;
2. School and dates of attendance;
3. Student's current grade;
4. Student's enrollment status (e.g. full-time or part-time);
5. Student's date of birth and place of birth;
6. Student's extra-curricular participation;
7. Student's achievement awards or honors;
8. Student's weight and height if a member of an athletic team;
9. Student's photograph; and
10. School or school district the student attended before he or she enrolled in Lincoln Public Schools.

**\*Please return to:**

Lincoln Public Schools  
Department of Student Services  
PO Box 82889  
Lincoln, NE 68501