

**Wichita Public Schools, USD 259
Publication Consent Form**

Pursuant to the Family Educational Rights & Privacy Act (FERPA), this consent form must be completed if there is a request to release student information for publication, commercial use, or media request that goes beyond what is defined as directory information. The Publication Consent Form should not be used as part of the school enrollment packet and does not need to be completed to release directory information as defined by FERPA. A copy of this release is to be filed in the student's folder at the originating school office, and a copy sent to Strategic Communications. For more information, please see Note below.

Student: _____
(Print) Last Name First Name Initial

School: _____ Grade: _____

The undersigned parent, guardian, or eligible student* agrees to allow USD 259 to release the information detailed above and protected by FERPA, for publication, commercial use or media request.

Description of information to be released and intended use:

Signature of Parent/Guardian or Eligible Student* Date
(*Eligible students are 18 years or older)

Street Address City State Zip

Phone

Note: BOE Policy 2100 – School, Community, and Media Relations states: “Directory Information, such as student name, grade and school, can be released without a parent's prior written consent. The definition of Directory Information is located on the back of the annual School Year Calendar. Before disclosing directory information such as student names and pictures, district employees must ascertain whether the parents and/or eligible students (18 years or older) have filed an objection to the disclosure of directory information with the district. Parents must submit a written Request to Withhold Directory Information to the school if they do not want their student's information published.”

Board Counsel has approved this document in form and content.