Policy Series 500 - Students
Miscellaneous Matters

Policy 505.6-E2
Request of Nonparent for Examination or Copies of Education Records

The undersigned hereby requests permission to examine the Linn-Mar Community School District's official education records of:

Legal Name of Student	**Date of Birth**

The undersigned requests copies of the following official education records of the above student:

The undersigned certifies that they are: ***(Check one)***

- ☐ An official of another school system in which the student intends to enroll.
- ☐ An authorized representative of the Comptroller General of the United States.
- ☐ An authorized representative of the Secretary of the US Department of Education or US Attorney General.
- ☐ A state or local official to whom such is specifically allowed to be reported or disclosed.
- ☐ A person connected with the student's application for, or receipt of, financial aid. (Specify Details _____)
- ☐ Otherwise authorized by law. (Specify Details _____)

The undersigned agrees that the information obtained will only be redisclosed consistent with state or federal law without the written permission of the parents of the student or the student if the student is of majority age.

Signature	Date
Title	Agency
Address	Phone Number

APPROVED

Signature	**Title**	**Date**

Adopted: 9/98
Reviewed: 7/13; 10/14; 10/19; 12/20; 10/23
Revised: 8/97; 8/17
Related Policy: 505.6; 505.6-R; 505.6-E3-E7
IASB Reference: 506.01-E(1)