



# AUTHORIZATION FOR RELEASE OF INFORMATION

## ARCHDIOCESE OF WASHINGTON – Catholic Schools

Student's Name: \_\_\_\_\_ Sex:  Male  Female Birth Date: \_\_\_\_\_  
*Print Student's Legal Name* *mm/dd/yyyy*

Parent/Guardian Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone: ( ) - Work Phone: ( ) - Ext.

### Release of Student Information

I, \_\_\_\_\_, hereby AUTHORIZE \_\_\_\_\_  
*Parent/Guardian's Full Name* *Print Institution's Name*

to use or disclose \_\_\_\_\_'s identifiable information as described below:  
*Print Student's Legal Name*

The following information may be shared...

- ALL personally identifiable data on file **OR** The following records **ONLY:** *(please check ✓ all that apply)*
- |  |  |
|--|--|
| <input type="checkbox"/> Assessments/Evaluations       | <input type="checkbox"/> Medical Information |
| <input type="checkbox"/> Behavioral Records/Plans      | <input type="checkbox"/> Counseling Records  |
| <input type="checkbox"/> Academic Records              | <input type="checkbox"/> Recommendations     |
| <input type="checkbox"/> Other <i>(specify):</i> _____ |  |

Reason for the release of information...

- To aid in making present and future educational decisions *(includes transferring schools):*
- Other *(please specify):* \_\_\_\_\_

I AUTHORIZE the release of the aforementioned information (existing in the institution's records at the date listed immediately below), regarding my child to:

School/Agency Name: \_\_\_\_\_  
*Print Name of School/Agency*

Contact Person: \_\_\_\_\_ Phone No. ( ) - Ext.  
*Print Name of Contact Person at the School/Agency*

School/Agency Address: \_\_\_\_\_

Duration for Disclosure: From: \_\_\_\_\_ Until: \_\_\_\_\_  
*Specify Date* *Specify Date*

I understand that I may revoke this authorization at any time by submitting revocation in writing to \_\_\_\_\_.

Name of Parent/Guardian: \_\_\_\_\_  
*Print Parent/Guardian Full Name*

Signature of Parent/Guardian: \_\_\_\_\_ Date: **12/3/2012**  
*Sign Your Name* *Today's Date*