



**Student Directory Information Form
2017-18**

******Please sign only if you do not give consent to release student directory information.******

Mercy High School designates the following personally identifiable information contained in a student's education demographic record as "**Student Directory Information**":

Student name, address, phone number, grade level, date of birth, photograph (used in publications, i.e. school newspaper, yearbook, school website), achievement awards or honors, extracurricular participation, athletic eligibility status, weight and height if a member of an athletic team, samples of student work displayed at school, honor roll listing and names of student's parents.

**Student/Parent directory available to all students contains:
Student name, address, phone number, grade level and parent names

Parents have two choices regarding student directory information:

1) Parents may consent to release the information above for school use only – directory, newspaper, yearbook, website, transcript services, National Clearinghouse, etc....

*******IF CONSENT IS GIVEN, PLEASE DO NOT RETURN FORM. IF FORM IS NOT RETURNED CONSENT WILL BE ASSUMED.**

2) Parents may withhold consent for publication of directory information in writing by signing and returning this form to the Reception Area or email it to cmrozman@mhsmi.org no later than **Thursday, August 31, 2017**. Please choose from the following options:

____ I/We wish to **withhold** for release ALL directory information listed above. (Student will not appear in yearbook, student directory or any school publications)

____ I/We wish to **withhold** the contact information (address, phone number and parent names) from being listed in the Student/Parent Directory with access given to each family:

Student Name (**please print**)

Parent/Guardian Name (please print)

Parent/Guardian Signature