

Memorandum Concerning Release of Education Records

Date: _____

Name of Student: _____

1. On _____ 20_____, a request was received for disclosure of education records concerning the above student.

2. The person making the request was:

- () Parent of the student
- () Legal guardian of the student
- () An eligible student
- () Other (specify) _____

3. Pursuant to said request, the following persons obtained access to the student's education records:

- a. _____
- b. _____
- c. _____

4. The legitimate interest of each such person was as follows:

- a. _____
- b. _____
- c. _____

MONTE VISTA SCHOOL DISTRICT NO. C-8

By _____
(Principal)

(This form, or a copy thereof, is to be filed together with each education record supplied to third persons pursuant to the request described herein.)