

**Greater Albany SD 8J**  
**Administrative Regulation**

Code: **IGBAB/JO-AR(2)**  
Adopted: 4/14/08

**Permission to Obtain and Release Information**

Student \_\_\_\_\_  
School \_\_\_\_\_ Grade \_\_\_\_\_

To: Parent/Legal Guardian<sup>1</sup>/Surrogate Parent/Adult Student

We need your permission to: ( ) obtain ( ) release information about this student. We are requesting this permission to receive or send information to assist us in meeting your student's educational needs.

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I, the undersigned, request and authorize the exchange of the following types of information between:

School/Agency/Person: \_\_\_\_\_

Address: \_\_\_\_\_  
and Greater Albany Public School District 8J.

- Official student academic/administrative records (identifying information, grade level completed, grades, class rank, attendance records and group aptitude and achievement test results)
- Medical and/or health records
- Psychological and/or social work reports
- Multi-disciplinary team evaluations and related reports
- Agency reports
- Special education records
- Other \_\_\_\_\_

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Signature of Parent, Legal Guardian, Surrogate Parent or Adult Student \_\_\_\_\_ Date \_\_\_\_\_

Return to:

Name: \_\_\_\_\_  
School: \_\_\_\_\_  
Address: \_\_\_\_\_

*This release form is valid for one year from date of signature unless specified otherwise*

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<sup>1</sup>As used in this policy, the term parent includes legal guardian or person in a parental relationship. The status and duties of a legal guardian are defined in ORS 125.005 (4) and 125.300 - 125.325. The determination of whether an individual is acting in a parental relationship, for purposes of determining residency depends on evaluation of those factors and a power of attorney executed pursuant to ORS 109.056. For special education students, parent also includes a surrogate parent, and adult student to whom rights have transferred and foster parent as defined in OAR 581-015-0005 (18).