



# RELEASE OF INFORMATION

Bismarck Public Schools  
806 N. Washington, Bismarck, ND 58501

I hereby authorize the **mutual exchange** of information regarding:

Student: \_\_\_\_\_ DOB: \_\_\_\_\_

Address: \_\_\_\_\_ Date: \_\_\_\_\_

This information will be shared between Bismarck Public Schools (BPS) and:

\_\_\_\_\_

(Person or Agency)

(Address)

**A. The following information is REQUESTED by Bismarck Public Schools:**

\_\_\_ \*Evaluations/Assessments: Please Specify-

\_\_\_ \*Student Education Records: Please Specify-

\_\_\_ \*Medical Reports: Please Specify-

\_\_\_ \*Other: Please Specify-

**\*Notice:** Unless otherwise noted, this information will be used for educational planning purposes and/or determining eligibility for services, and will be placed in the student's school file. (Other uses: \_\_\_\_\_)

**B. The following information will be SENT/DISCLOSED by Bismarck Public Schools (Be Specific):**

\_\_\_ \*Student Education Records: Please Specify-

\_\_\_ \*Individualized Education Program (IEP)

\_\_\_ \*Evaluations/Assessments: Please Specify-

\_\_\_ \*Other: Please Specify-

**\*Purpose of this request for records (REQUIRED):** \_\_\_\_\_

Please forward requested information to: \_\_\_\_\_

Attn: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

This consent for the mutual exchange of information will remain in effect until \_\_\_\_\_ unless specifically revoked by written notice to the agency sending the records. Any information disclosed prior to written revocation of this consent shall not be a breach of confidentiality. This consent will allow the above parties to exchange information related to the records above through US mail, and verbal conversation. **I also consent to exchanging this information through fax or e-mail unless this box is checked: . (I understand that fax and e-mail transmissions may not be secure).**

I **CONSENT** to the exchange of information described above:

\_\_\_\_\_  
(Signature of Parent/Guardian/Eligible Student)

\_\_\_\_\_  
(Date)

Notice to recipient of BPS education records: Federal law may prohibit the re-disclosure of these records to other parties without the prior consent of the parent, guardian, or eligible student. For more information, including penalties for re-disclosure, see 34 CFR Part 99.