



## ALTERNATIVE EDUCATION PROGRAM INFORMATION OPT OUT

### DIRECTORY INFORMATION

Under the Family Educational Rights and Privacy Act (FERPA), a student's "directory information" is:

the student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student.

20 U.S.C. § 1232g(a)(5)(A). It is information contained in the [education records](#) of a [student](#) that would not generally be considered harmful or an invasion of privacy if disclosed. Typically, this also includes email addresses, telephone listings, photograph; grade level; and awards received. 34 C.F.R. § 99.3.

According to the U.S. Department of Education's Privacy Technical Assistance Center (PTAC):

A school may disclose "directory information" to third parties without consent if it has given public notice of the types of information which it has designated as "directory information," the parent's or [eligible student's](#) right to restrict the disclosure of such information, and the period of time within which a parent or eligible student has to notify the school in writing that he or she does not want any or all of those types of information designated as "directory information." [34 CFR § 99.3 and 34 CFR § 99.37](#).

For more information, reference the PTAC publication [Protecting Student Privacy While Using Online Educational Services](#).

### **Fiscal Year 2023-2024 Proviso 1.99 (SDE: Alternative Education Programs)**

The State Department of Education shall create, publish, and provide to all public schools in the State a list of alternative education programs that can award a high school degree or high school equivalency credential. The list must include, but not be limited to, the Wil Lou Gray Opportunity School and the South Carolina Youth Challenge Academy. As part of each student's annual review of his Individualized Graduation Plan, school counselors shall distribute information provided by the Wil Lou Gray Opportunity School, the South Carolina Youth Challenge Academy, and any other alternative education program to students who are not on track for on-time graduation or who otherwise are at risk of dropping out of school. School counselors shall provide those institutions the names and addresses of all students who are not on track for on-time graduation or who are otherwise at risk of dropping out of school, except for students who have opted out of disclosure of directory information under the Family Educational Rights and Privacy Act, 20 U.S.C. Section 1232g. Parents or students age eighteen or older may complete a form to opt the student out of the disclosure of student contact information with these institutions. The department shall develop this opt-out and each district shall make the form available on its website.



## ALTERNATIVE EDUCATION PROGRAM INFORMATION OPT OUT

### Alternative Education Program Information Opt Out Form

Please complete and sign below only if you, or your student if they are 18 years of age or older, would like the student's name, address, telephone listing and/or other directory information held from release to alternative education programs.

Student Name:	
School Name:	

**If student is younger than 18:**

I am the parent or legal guardian of the student listed above who is under age 18.

**If student is 18 or older:**

I am the student listed above and I am age 18 or over.

*Please check the box below if you would like your directory information withheld from alternative education programs:*

Alternative Education Programs: I would like my student's name, address, and telephone information withheld from release to Alternative Education Programs.

Name of Legal Guardian or Student aged 18 or over: \_\_\_\_\_

Signature: \_\_\_\_\_

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