



Dear Parent or Guardian:

Federal law requires the New York City Department of Education to provide names, and addresses, and telephone numbers of 11<sup>th</sup> and 12<sup>th</sup> grade high school students to military recruiters and institutions of higher education that request this information, unless you or your child notifies us that you do not consent to the release of this information.

While we are committed to protecting the confidentiality of our students, we must comply with the law. Unless you notify the Department of Education **in writing** that you **do not** consent to the release of your child's information, we must disclose your child's name, address, and telephone number to military recruiters and institutions of higher education that request this information about our students.

If you do **not** want your child's name and contact information disclosed to military recruiters and/or institutions of higher education, you **must** fill out the form, located on the back of this letter, and return it to the Guidance Department, room 7S2, by **October 29, 2010**.

Please note you may withhold your child's information from military recruiters, institutions of higher education, or both. If you do not return the form, we are required to release your child's contact information to military recruiters and/or institutions of higher education.

Please be aware that you can change your options at any time. If you do not submit the form now, you may still opt out at any time during your child's school career and decide not to release his/her information.

Your child also has a right to request that his or her information not be released. We encourage you to discuss this decision with your child.

Thank you.

Sincerely,  
Randy J. Asher  
Principal



Dear Parent or Guardian:

This form allows you to opt out of releasing your child's information, name, address, and telephone number to military recruiters and/or institutions of higher education that request this information.

If you **do not** consent to the disclosure of this information, you **must** fill out this form and return it to the Guidance Department, room 7S2, by **October 29, 2010**. If you do not return the form by this date, we will release your child's information upon request. However, please be aware that if you choose not to return the form at this time, you may do so at **any time** during your child's school career and the request for non-disclosure will be honored.

Thank you for your cooperation.

Sincerely,  
Randy, J. Asher  
Principal

**Parental Opt Out Form**

Please complete this form if you **do not** consent to the release of your child's information, name, address, and telephone number, to military recruiters and/or institutions of higher education that request this information.

Student's Last Name \_\_\_\_\_ OSIS# \_\_\_\_\_

Student's First Name \_\_\_\_\_ Official Class \_\_\_\_\_

Name of School           **BROOKLYN TECHNICAL HS**          

I am requesting that my child's name, address and telephone number **not** be shared with: (Please check the appropriate box)

- Military Recruiters
- Institutions of Higher Education (colleges, universities, etc.)
- Both Military Recruiters and Institutions of Higher Education

Parent/Guardian \_\_\_\_\_  
Please PRINT Name

\_\_\_\_\_  
Signature