



Annual Notice of Authorized Student Data Disclosures

In accordance with the Student Data Privacy Act and board policy IDAE, student data submitted to or maintained in a statewide longitudinal data system may only be disclosed as follows. Such data may be disclosed to:

- The authorized personnel of an educational agency or the state board of regents who require disclosures to perform assigned duties; and
- The student and the parent or legal guardian of the student, provided the data pertains solely to the student.

Student data may be disclosed to authorized personnel of any state agency, or to a service provider of a state agency, educational agency, or school performing instruction, assessment, or longitudinal reporting, provided a data-sharing agreement between the educational agency and other state agency or service provider provides the following:

- purpose, scope and duration of the data-sharing agreement;
- recipient of student data use such information solely for the purposes specified in agreement;
- recipient shall comply with data access, use, and security restrictions specifically described in agreement; and
- student data shall be destroyed when no longer necessary for purposes of the data-sharing agreement or upon expiration of the agreement, whichever occurs first.
- A service provider engaged to perform a function of instruction may be allowed to retain student transcripts as required by applicable laws and rules and regulations.

Unless an adult student or parent or guardian of a minor student provides written consent to disclose personally identifiable student data, student data may only be disclosed to a governmental entity not specified above or any public or private audit and evaluation or research organization if the data is aggregate data. "Aggregate data" means data collected or reported at the group, cohort, or institutional level and which contains no personally identifiable student data. The district may disclose:

- Student directory information when necessary and the student's parent or legal guardian has consented in writing;
- directory information to an enhancement vendor providing photography services, class ring services, yearbook publishing services, memorabilia services, or similar services;
- any information requiring disclosure pursuant to state statutes;
- student data pursuant to any lawful subpoena or court order directing such disclosure; and
- student data to a public or private postsecondary educational institution for purposes of application or admission of a student to such postsecondary educational institution with the student's written consent.

I acknowledge that I have been provided with notice of authorized student data disclosures under the Student Data Privacy Act.

Student Signature

Date

Please list any agencies and/or individuals who will be requesting information about you from this educational program. You should include your parents, spouse or other family members if you want them to be able to receive information. Also list your probation officer, recruiter, insurance, SRS, etc. if applicable.

Name	Phone #	Agency, Job, or Relationship
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

This program will only furnish the following information to agencies such as those listed above:

- First and last date student attended or progressed in the program.**
- Total hours student worked in the program.**
- Number of semester courses completed this school year**

A copy of your completed Enrollment Form is only an indication of your "intent to attend" Pratt Learning Center. Therefore, enrollment documentation will not be forwarded. The PLC staff will NOT write a letter saying you are "attending regularly" or a "full time student" if that is not accurate.