



ROBERT H. GODDARD
HIGH SCHOOL
For Communication Arts & Technology

138-30 Lafayette Street
Ozone Park, NY 11417
ph 718.848.8357 • fx 718.848.8579
Website: www.GoddardHS308.org

•Dr. Joseph J. Birgeles, **Principal** • Alana Basmagy Duggan, **Assistant Principal** •
•Seung Oh, **Assistant Principal** • Adam Landman, **Assistant Principal** •

MILITARY OPT-OUT LETTER 2018-2019

Dear Student,

This form allows you to opt out of releasing your 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 the attached request form and return it to Ms. Pino in Room 146 by **October 5, 2018**. If you do not return the form by this date, we will release your 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 school career and the request for non-disclosure will be honored.

Thank you for your cooperation.

Sincerely,

Joseph J. Birgeles

Principal

STUDENT OPT OUT FORM

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

Student's Last Name: _____
Student's First Name: _____
Student's Grade: _____
Name of School: Robert H. Goddard HS 308

I am requesting that my name, address, and telephone number **NOT** be shared with: (Please check appropriate box)

Military Recruiters
 Institutions of Higher Education
 Both Military Recruiters and Institutions of Higher Education

Signature: _____

PERSEVERANCE*ACHIEVEMENT*CIVILITY



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MILITARY OPT-OUT LETTER 2018-2019

Dear Parent/Guardian and Student:

Federal law requires the New York City Department of Education (DOE) to provide names, addresses, and telephone numbers of 11th and 12th grade high school students to military recruiters and institutions of higher education that request this information, except where the parent or student opts out by notifying the DOE in writing that he/she does not consent to release this information. As per Chancellor's Regulation A-825, opt-out notifications are provided to all ninth through twelfth grade students, as well as their parents.

While we are committed to protecting the confidentiality of our students, we must comply with the law. Parents/guardians and students who do not want contact information disclosed to military recruiters and/or institutions of higher education must fill out the attached form and return it to Ms. Pino in Room 146 by October 5, 2018. We are required to release contact information to military recruiters and/or institutions of higher education for all 11th and 12th grade students unless the student or parent/guardian returns the attached opt-out form. For 9th and 10th grade students, the opt-out can be completed and saved in advance.

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. Please advise the principal in writing if you change your decision at a later date.

For more information or assistance, please refer to Chancellor's Regulation A-825 or contact the Military Recruitment Liaison in your school.

Thank you.

Sincerely,

Joseph J. Birgeles

Principal

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