

STUDENT RECORDS AND ACCESS

FIRST-PARTY REQUEST

Date _____

I, _____ (am over 18) (am attending an
institution of higher learning) (am the parent(s) or legal guardian(s) of) _____
and request access to the school records of

The specific records I should like to inspect are: (please indicate specific areas, ie: student
folder, athletic, scholastic, reading scores, test results, attendance, etc.) _____

Signature: _____

GOFFSTOWN SCHOOL DISTRICT
FIRST-PARTY CONSENT

I, _____, consent to the inspection of the
school records of _____ by _____
or consent that the following information be mailed to them. I am the student involved and am
over 18 or their parent(s) or legal guardian(s). The records may be personally inspected or may be
mailed to them as they request. This consent pertains to all records usually furnished in the best
judgement of the School District authorities or limited as stated in the school policy on student
records.

Signature: _____

Proposed: 05/18/2023
Adopted: 06/19/2023

STUDENT RECORDS AND ACCESS

Date_____

FIRST-PARTY AUTHORIZATION FOR
STUDENT RECORDS RELEASE TO A THIRD-PARTY SERVICE

I, _____ (am over 18) (am the parent(s) or legal guardian(s) of) _____ and authorize the release of school records of

The specific records I authorize the release of are: (please indicate specific areas, ie: transcript, report cards, etc.)

Signature: _____

Third party agency: _____

Agency Address: _____

Note: The third party will need to submit a records request for the student

Proposed: 05/18/2023

Adopted: 06/19/2023

STUDENT RECORDS AND ACCESS

Date_____

THIRD-PARTY REQUESTS

I, (We), request the following information from the school records of: _____

My authority for making this request is: _____

I am authorized by law to have access to said records or I attach the consent of the student and/or their parent(s) or legal guardian(s).

I agree not to release said information to any other person or party except as said release may be authorized by law.

Signature and Title: _____

Name of Agency: _____

Address: _____

Proposed: 05/18/2023

Adopted: 06/19/2023