

THE SCHOOL DISTRICT OF PHILADELPHIA
OFFICE OF ACCOUNTABILITY
440 North Broad Street
Philadelphia, PA 19130

October 11th, 2011

TO: Parents of All 11th and 12th Grade Students
Students in Grades 11 and 12

SUBJECT: How **NOT** to Have Contact Information Released to Military Recruiters

The federal and state governments¹ require that The School District of Philadelphia automatically release contact information for students—student’s name, gender, address, telephone number, and school—to military recruiters UNLESS parents or students sign an “opt out” form. The purpose of this letter is to notify you and your child about how to submit this form in order to prevent having student contact information released to military recruiters. If you do not want this information released to military recruiters, simply do the following:

- **Complete the information on the form below.**
- **Have your child return the signed form to his or her advisor by November 10th, 2011 OR**
- **A student may sign and return the form themselves.**

The advisor will give the form to office staff who will note on District computer systems that contact information should not be released to military recruiters. You may also download a copy of this letter (and translated versions) by going to the District’s home page (<http://www.phila.k12.pa.us>), and look under the “STUDENTS” section.

If you have any questions concerning this matter, please see your child’s advisor or counselor.

¹This text provides more details about these laws. The Commonwealth of Pennsylvania passed legislation on June 27, 1991, that requires school districts to provide armed forces recruiters the same access to student lists made available to colleges and trade schools. The legislation (Act 10) further provides that “students must be notified of the requirements of the Act and given 21 days to request, in writing, to be excluded from the list.” In addition, the No Child Left Behind Act of 2001 requires that parents must also be notified of these requirements and be advised of the option to have their children excluded from the list provided to military recruiters.)

STUDENT OPT-OUT FORM

I understand that The School District of Philadelphia is required to provide the armed forces, upon request, with a list of students for the purpose of recruiting. I do not want my child’s name/my name released to the armed forces recruiters. **Students may sign and submit the form themselves.**

STUDENT’S NAME: (Print Clearly) _____

PARENT OR STUDENT SIGNATURE _____

SCHOOL: _____ GRADE: _____ ADVISORY NO: _____

PLEASE SUBMIT NO LATER THAN November 10th, 2011