

NEVADA COMMUNITY SCHOOL DISTRICT BOARD POLICY

STUDENTS – SERIES 500

Subseries 506: STUDENT RECORDS

CODE #506.1E1

STUDENT RECORDS CHECKLIST

| | Copy to Parent Upon Request | Parent Sig. Required** | User Must Sub. Written Reg.* | No Parent Sig. Required | Parent Notify in Advance | Parent Notify of Release | Req. Made Part of Stud. Rec. | Sche. Hearing Following/wrtn. decision t/Par. | |
|--|-----------------------------|------------------------|------------------------------|-------------------------|--------------------------|--------------------------|------------------------------|---|------------------------------|
| Subpoena or Judicial Order | | | | • | • | | | | Lawfully Issued |
| Student Financial Aid | | | | • | | | | | Written Request |
| School or Staff in Same School System | | | | • | | | | | No Written Request Necessary |
| Other School System Where Student Plans to Enroll | • | | • | • | | • | • | | 506.1E2 |
| United States Comptroller General | | | • | • | | | • | | 506.1E2 |
| Dept. of Health, Education and Welfare Secretary | | | • | • | | | • | | 506.1E2 |
| National Institute of Education | | | • | • | | | • | | 506.1E2 |
| Iowa Dept. of Education Official | | | • | • | | | • | | 506.1E2 |
| Parent Inspection of Student Educational Records | • | • | | | | | | | 506.1E5 |
| Parent Request for Hearing to Challenge Record | | • | | | | | | • | 506.1E4 |
| Parent Authorization for School to Release Information | • | • | | | | | | | 506.1E3 |

*Such written request is available for inspection by the parent or student and the school official responsible for record maintenance.

**When a student has attained the age of 18 years or is attending an institution of post-secondary education, the permission or consent required of the rights accorded the parent of the student will thereafter be required of and accorded only to the student.