

GILMER COUNTY SCHOOLS  
Board of Education Office  
Courthouse Annex  
201 N. Court Street  
Glennville, West Virginia 26351

PERMISSION TO RELEASE OR PROVIDE ACCESS TO EDUCATION RECORDS

I hereby authorize school officials to release or provide access to the  
education records of \_\_\_\_\_ to  
(Name of Pupil)

\_\_\_\_\_ under the provisions outlined  
(Name of Individual or Agency)

as follows:

A. Purpose for which records are to be used:

\_\_\_\_\_  
\_\_\_\_\_

B. Records to be released:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. This information will be released on the condition that the party to  
which the information is being transferred will not permit any other  
party to have access to such information without the written consent  
of the parent(s) or student (if over 18 years of age).

D. A copy of the records to be released shall be provided to the parent  
or student (if over 18 years of age) upon request, at a cost not to  
exceed the actual cost of copying the records.

\_\_\_\_\_  
(Signature of parent or student)

\_\_\_\_\_  
(Date Signed)