

## Release Of Student Information

READ FIRST: Before you decide whether to let Portland Refugee Support Group obtain or share some of your child’s confidential information from or with another agency or person, an advocate at Portland Refugee Support Group will discuss with you all alternatives and any potential risks and benefits that could result from sharing your child’s confidential information. If you decide you want Portland Refugee Support Group to release some of your child’s confidential information, you can use this form to choose what is shared, how it’s shared, with whom, and for how long.

**Portland Refugee Support Group**



Hand in Hand, Rebuilding Lives  
مجموعة بورتلاند لدعم اللاجئين

I understand that Portland Refugee Support Group has an obligation to keep my child’s personal information, identifying information, and my child’s records confidential. I also understand that I can choose to allow Portland Refugee Support Group to obtain or release some of my child’s personal information to or from certain individuals or agencies.

I, \_\_\_\_\_, authorize Portland Refugee Support Group to (circle one) obtain / share the following specific information:

<p><b>Who I want to obtain my child’s information from:</b></p>	<p>School Name:</p>  <p>Address:</p>  <p>Phone Number:</p>
<p><b>Who I want to share my child’s information with:</b></p>	<p>Agency Name: <b>Portland Refugee Support Group Education Committee</b></p> <p>Address: <b>10175 SW Barbur Blvd, Ste 102 B Portland, OR 97219</b></p> <p>Phone Number: <b>Megan French Education Committee Chairperson: 818-455-9790</b></p>

The information may be shared:  in person  by fax  by phone  by mail  by email

I understand that electronic mail (e-mail) is not confidential and can be intercepted and read by other people.

<b>What info about my child will be shared:</b>	<ul style="list-style-type: none"> <li>a) Copies of all report cards from 2017-2018 academic school year</li> <li>b) Copies of all report cards from 2018-2019 academic school year</li> </ul>
<b>Why I want my child's info to be shared:</b>	<b>To allow PRSG's Education Committee to assess the academic needs of my child and provide tutoring services to my child based on his/her needs.</b>

*Please Note: there is a risk that a limited release of information can potentially open access by others to all of your child's confidential information held by Portland Refugee Support Group.*

**I understand:**

- That I do not have to sign a release form. I do not have to allow Portland Refugee Support Group to obtain or share my child's information. Signing a release form is completely voluntary. That this release is limited to what I write above. If I would like Portland Refugee Support Group to release information about my child in the future, I will need to sign another written, time-limited release.
- That releasing information about my child could give another agency or person information about my location and would confirm that I have been receiving services from Portland Refugee Support Group.
- That Portland Refugee Support Group and I may not be able to control what happens to my child's information once it has been released to the above person or agency, and that the agency or person getting my child's information may be required by law or practice to share it with others.

**This release expires on:      Date \_\_\_\_\_                      Time \_\_\_\_\_**

*I understand that this release is valid when I sign it and that I may withdraw my consent to this release at any time only in writing.*

**Parent Signature: \_\_\_\_\_      Student Signature: \_\_\_\_\_**

**Witness: \_\_\_\_\_**

**Date: \_\_\_\_\_                      Time: \_\_\_\_\_**