

**DELETE FORM**



Form 515A – Student Data  
Policy Ref: #515 Protection and Privacy of Pupil Records

**JUVENILE JUSTICE SYSTEM - REQUEST FOR INFORMATION**

Family Educational Rights and Privacy Act  
Minnesota Government Data Practices Act, Minn. Stat. § 13.32, Subds. 3(i) and 8(a)

**DATE/TIME OF REQUEST:** \_\_\_\_\_

**TO:** \_\_\_\_\_  
(Superintendent of school district or principal of school)

**FROM:** \_\_\_\_\_  
(Requester's name/agency)

**STUDENT:** \_\_\_\_\_

**BASIS FOR REQUEST:**

\_\_\_\_\_ Juvenile delinquency investigation/prosecution  
\_\_\_\_\_ Child protection assessment/investigation  
\_\_\_\_\_ Investigation/filing of CHIPS or delinquency petition

**RESPONSE TO REQUEST:**

The school must provide the following information on request:

**INFORMATION REQUESTED:** *(mark all that apply)*      **RESPONSE PROVIDED:** *(yes/no)*

_____ Student's full name	_____
_____ Home address	_____
_____ Telephone number	_____
_____ Date of birth	_____
_____ Student's school schedule	_____
_____ Attendance record	_____
_____ Photographs, if any; and	_____
_____ Parents' names, home addresses, and telephone numbers	_____

A record of the written request and of the release must be maintained in the student's file.

**CERTIFICATION:** The undersigned certifies that he or she is a member of the juvenile justice system. The requested data are needed by the juvenile justice system so it may effectively serve, prior to adjudication, the student whose records are released. The undersigned will not disclose the information received to any other party, except as provided under state law, without prior written consent as required by Code of Federal Regulations, title 34, section 99.38(b). The undersigned further certifies that he or she understands that, by signing this request, he or she is subject to the penalties in Minn. Stat. § 13.09.

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Signature/Title