



**Disclosure Form for Personally Identifiable Information from  
Education Records under the Family Educational Rights and  
Privacy Act (“FERPA”) and Regulations  
For Open Records Requests**

The following information must be provided to the Laredo Independent School District in order for the release of any personally identifiable information from education records. This record will be maintained with the student’s education record. Attach additional sheets if necessary.

Requesting Party: \_\_\_\_\_  
\_\_\_\_\_

Information Requested: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Requested Medium and Format by which to Receive the Information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby certify the information provided above is correct and complete. I certify that the requesting party will follow the FERPA statute, 20 U.S.C. § 1232g, regulations, 34 C.F.R. Part 99, and other applicable law. I certify that the requested information will be used for the stated purpose(s).

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature of Representative

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

**FAX this form to 956.795.3299  
Or deliver to the Office of Communications at 904 Juarez, Laredo, TX 78045**