

Bristol Township School District

6401 Mill Creek Road
Levittown, Pennsylvania 19057-4014

Administrative Offices

215-943-3200

REQUEST TO AMEND EDUCATION RECORDS FORM

Student Name: _____ Date of Birth: _____

Grade: _____ School: _____

Parent/Guardian's Name: _____ Telephone Number: _____

Under the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, if a student believes the education records relating to the student contain information that is inaccurate, misleading, or otherwise in violation of the student's privacy rights, he/she may request to have his/her education record amended.

I have inspected the education records of _____ maintained by the Bristol Township School District. Under the provisions of FERPA, I request that these records be amended in a manner listed below. (If additional space is needed, please attach another sheet).

I request that the following document(s) be removed from the education records:

I am requesting the above amendment(s) for the following reasons: _____

I have read and understand the Bristol Township School District's records policy that states the procedures for requesting an amendment of the education records and for requesting a hearing if the request is denied.

Parent/Guardian's Signature: _____

Date: _____

Student's Signature: _____

Date: _____