



State of Hawaii  
Department of Education

Student Publication/Audio/Video  
Release Form

*Note: This form does not apply to the creation or use of digital or print media of students for research purposes, including post-secondary degree requirements. For more information visit: <http://bit.ly/HIDOEdata-research>.*

In order to protect a student's rights to privacy as outlined in the Family Educational Rights and Privacy Act (FERPA) and the Protection of Pupil Rights Amendment (PPRA), parents/guardians or eligible students (those aged 18 or over) are being asked to give the Hawaii State Department of Education (HIDOE) permission to create or use digital or print media of the student's name, voice, likeness or images of student work for the purposes described in this form.

I hereby give my permission to HIDOE to create or use the media described above of my child (if parent/guardian) / me (if eligible student) or my child's / my work — which may include, but are not limited to, video and audio recordings, photographs, and images — for the following legitimate educational purposes:

- Publication on HIDOE websites or in print or other digital media (see back page for examples)
- HIDOE staff professional development, including peer and advisory observations
- HIDOE training, including but not limited to preparation programs

I understand that the distribution of these media may include print, online, or digital media, and open-circuit broadcast, closed-circuit, or cable television transmission within or outside of the State of Hawaii.

I understand that there will be no compensation, financial or otherwise, by HIDOE for its use of these media, either for initial or subsequent transmission or playback.

I understand that granting permission includes a potential risk of loss of privacy. I hereby release HIDOE from any liability resulting from or connected with the creation or use of these media.

I understand that permission is granted for the life of the media. I release all interest in the media for which I am giving permission.

I understand that I may withdraw my permission at any time without any negative consequences by submitting a written statement to my child's/my school. I understand that withdrawing consent will not affect my child's/my standing in school, nor any publication or work using these media which has already been produced.

Please check one:

<input type="checkbox"/> <b>Yes, I agree to the provisions above and HIDOE has</b> OR	<i>my permission to create or use digital or print media of my child's/my name voice likeness or images of my child's/my work exclusively educational purpose stated below.</i>
<input type="checkbox"/> <b>No, HIDOE does not have</b>	

*Form is valid for the purpose occurring on the date(s) as stated below:*

Student's Name (Please Print)	Parent/Guardian/Eligible Student Name (Please Print)
School	Signature of Parent/Guardian/Eligible Student
Purpose or Event	Date(s) of Activity
Purpose or Event <i>cont'd.</i>	

## Student Publication/Audio/Video Release

By providing Hawaii Department of Education (HIDOE) your permission, the student's names and/or likenesses, photo, video, and/or audio may be used in HIDOE school-related publication print and analog/digital media.

Examples of HIDOE- or school-related publications, include but are not limited to:

- A playbill, showing the student's role in a drama production
- Name and picture in the annual yearbook
- Honor roll or other recognition lists and programs
- Graduation programs and announcements
- Sports activity programs or sheets, such as for wrestling, showing weight and height of student
- School newsletters
- Audio and video recording capturing those memorable moments, such as graduation ceremonies and May Day and other holiday programs or school events
- Student photographs for classroom, teacher, school, and HIDOE use
- Officially recognized activities and events (such as running for student body office, prom court, etc.)
- Third-party vendors or organization participation (i.e. Lion's Club sponsored contest, photograph of students, news media coverage of the event/activity, etc.)

Hawaii student teachers participating in educator preparation programs and staff in professional development courses within the HIDOE may have access to student work and/or other student publications during the course of their studies.

By checking "Yes" and signing the Student Publication/Audio/Video Release Form, parents, guardians, and eligible students provide permission for the publication item(s) as described in the front under "Purpose" for HIDOE non-commercial and/or educational purposes.

By checking "No" and signing the Student Publication/Audio/Video Release Form, HIDOE and school will not publish or display the student's photo, names, their school work, and any recordings related to the "Purpose" described in the front.

If parent, guardians, or eligible students do not turn in the signed release form or the form is signed but neither the "yes" or "no" boxes are checked, HIDOE or the school will return the form to be completed in full. School is required to make every reasonable attempt to notify the parent/guardian or eligible student of the activity and to obtain signature and consent.