



# MINNEAPOLIS PUBLIC SCHOOLS

## **SECURITY REQUEST FORM FOR PARENT ACCESS ONLY**

### **RETURN TO: Your Child's School**

Complete the following information

#### **PARENT(S)/GUARDIAN(S) INFORMATION:**

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ (Please list the number you can most likely be reached at during the school day.)

#### **STUDENT(S) INFORMATION:**

1) Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M.I. \_\_\_\_\_

BirthDate: \_\_\_\_\_ Student ID: \_\_\_\_\_ Student's Grade: \_\_\_\_\_ School: \_\_\_\_\_

2) Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M.I. \_\_\_\_\_

BirthDate: \_\_\_\_\_ Student ID: \_\_\_\_\_ Student's Grade: \_\_\_\_\_ School: \_\_\_\_\_

3) Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M.I. \_\_\_\_\_

BirthDate: \_\_\_\_\_ Student ID: \_\_\_\_\_ Student's Grade: \_\_\_\_\_ School: \_\_\_\_\_

4) Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M.I. \_\_\_\_\_

BirthDate: \_\_\_\_\_ Student ID: \_\_\_\_\_ Student's Grade: \_\_\_\_\_ School: \_\_\_\_\_

Send Confirmation to **Parent(s)/Guardian(s) email** address: \_\_\_\_\_

**I UNDERSTAND STUDENT INFORMATION IS SUBJECT TO VARIATION AS LIVE DATA IS ENTERED, DELETED AND/OR CHANGED.**

**BY SIGNING THIS FORM, I CONFIRM THAT I WILL KEEP MY USERID, LOGIN AND CONFIRMATION KEY SECURE. I ALSO CONFIRM THAT I UNDERSTAND AND ACKNOWLEDGE THE CONFIDENTIAL NATURE OF STUDENT DATA AND WILL NOT SHARE MY PASSWORD INFORMATION WITH ANYONE.**

Parent Signature \_\_\_\_\_ Date: \_\_\_\_\_  
**(REQUIRED)**

*We are collecting the information about you and your student as part of our efforts to maintain the confidentiality of information about your student. You are not legally required to provide the information, but if you do not provide the information, you will not be able to use the parent portal. MPS employees will be able to access the information you've provided if they need to access the information as part of their jobs. MPS may release the information you've provided to program auditors from the state or federal government or if a court orders the release.*

The Minneapolis Public schools agrees to abide by the Classification of Data Act and use all private and confidential data in accordance with the policies, rules, and laws of the Minneapolis Public Schools, the Minnesota Data Practices Act, and the Federal Data Privacy Act.

**Legal Reference: Minn. Stat. ch. 13**