



The documents listed below must be included with the completed student enrollment application. The application process will be delayed if the student enrollment application is not complete. Only applications accompanied with required documents will be date stamped and reviewed for admissions.

- _____ Copy of Certification of Degree of Indian Blood
Student applicant must be a member of a Federally recognized tribe or is at least one-fourth degree Indian blood descendant
- _____ Copy of social security card
- _____ Copy of birth certificate
- _____ Immunization record
- _____ Physical examination & Sports Clearance
- _____ Copy of medical assistance card or medical insurance card (both sides) or denial letter of medical assistance/coverage
- _____ Custody order, if applicable
- _____ Mental Health / counseling services information, if applicable
- _____ CD treatment information, if applicable
- _____ Juvenile court history, if applicable
- _____ Application for Free and Reduced Price School Meals
- _____ Copy of most recent IEP (Individualized Education Plan), if applicable

Submitting a student enrollment application does not guarantee acceptance and/or enrollment of your child at CNS. An Admissions Committee will review the application and will determine if your child is approved for admission to CNS. A letter of acceptance or non-acceptance will be sent to the parent/legal guardian. Please notify CNS with any changes of address and/or telephone number(s).

Do not withdraw your child from the school they are currently enrolled in until you receive confirmation that your child has been accepted at CNS.

Please feel free to contact this office with any questions or concerns you may have.

Registrar / Admissions Committee
Circle of Nations School
832 8th Street North
Wahpeton, ND 58075

1-701-672-7222
1-701-642-1984 (fax number)
Brendacox@circleofnations.org

U.S. DEPARTMENT OF THE INTERIOR – BUREAU OF INDIAN EDUCATION
STUDENT ENROLLMENT APPLICATION

2022-2023

CIRCLE OF NATIONS – WAHPETON INDIAN BOARDING SCHOOL
832 Eighth Street North – Wahpeton, ND 58075

What grade is the student applying for? (circle one) **4th Grade** **5th Grade** **6th Grade** **7th Grade** **8th Grade**

Has the student previously attended CNS or previously applied to attend CNS? (please circle) Yes No

If yes, when and what grade? _____

Name of Student: _____
Last First Middle

Other names used (include nicknames): _____

P.O. Box Address: _____ Street Address: _____
(physical location is required)

City: _____ State: _____ Zip Code: _____

Gender: (please circle) Male Female Religious Affiliation (optional): _____

Date of birth: _____ Place of birth: _____
month/day/year city/state

Student resides with: Mother Father Legal Guardian Other _____

Tribal Membership: _____ Enrollment Number: _____

Please attach a copy of student's "Certification of Degree of Indian Blood" or supporting documentation proving at least one quarter (1/4) degree Indian blood descendant.

For students 12 years or older: Has student received a shot for the Covid 19 Vaccination? Yes No
If so, please provide copy of vaccination card.

VERIFICATION OF CHILD CUSTODY

Name of Child: _____ Date of birth: _____

Name of Custodial Parent / Legal Guardian: _____

Name of Non-Custodial Parent: _____

Custody set forth by (please circle): Birth Divorce Decree Court Order Other: _____

Type of custody (please circle): Sole custody Joint custody Other: _____

Please provide Circle of Nations School with a copy of the judgment issued regarding the custody.

Please answer the following questions:

- | | | |
|---|-----|----|
| ▪ May the non-custodial parent have access to your child's school records (report card, progress report, class work, IEP, etc)? | YES | NO |
| ▪ May the non-custodial parent discuss your child's progress with CNS staff members? | YES | NO |
| ▪ May the non-custodial parent visit your child at CNS? | YES | NO |
| ▪ May the non-custodial parent telephone your child at CNS? | YES | NO |
| ▪ May the non-custodial parent sign your child out from CNS? | YES | NO |
| ▪ Do you wish to be advised of any contact from the non-custodial parent? | YES | NO |
| ▪ Is there a restraining order in place?
If yes, please provide the name(s) of person(s) and a copy of the order: | YES | NO |

Additional comments / restrictions regarding your child's non-custodial parent that CNS should be aware of:

Signature of Legal Guardian

Date

RELEASE / TRANSFER OF SCHOOL RECORDS

Student's Name: _____ Date of birth: _____ Grade: _____

RELEASE TO: Registrar Telephone number: 701-672-7222
Circle of Nations School Fax number: 701-642-1984
832 Eighth Street North
Wahpeton, ND 58075

REQUESTED FROM: School Name: _____

School Address: _____

School Telephone Number: _____

School Fax Number: _____

The following records are requested for enrollment purposes:

Educational records: Transcripts, grades, grade level, state standardized assessment results, NWEA assessment results, attendance, RTI services, Title I services, behavioral records

Special Education records: Interventions implemented, referral, assessment plan, meeting notices, written prior notices, initial consent for evaluation, psycho-educational reports, evaluation report, initial consent to place, IEP, progress reports

Health records: Immunization record
Other health related records: _____

Mental Health records: Mental health evaluation

Other: Certification of Degree of Indian Blood, birth certificate,
other necessary documents: _____

I understand the above information is considered confidential and will be available for use by the Circle of Nations School staff and consultants only.

Signature of Legal Guardian or School Official

Date

The term, Educational Records, as used in this consent form is that defined by P.L. 93-380, Sec. 99.2, Definitions are: Those records which (1) are directly related to a student and (2) are maintained by an educational agency or institution or by a party acting for the agency or institution.

EDUCATIONAL INFORMATION

Student's Name: _____ Grade: _____ Date of Birth: _____

Parent/Guardian Name: _____

The academic progress of your child is very important to us. As your student begins their education endeavors at Circle of Nations School, it is important that they be placed in classes appropriate for their need. If you have information that would help in working with your child, please share the information with us by completing this questionnaire. The responses on this questionnaire will remain confidential and will be viewed only by the school Administrators, Counselors, your child's teacher and Special Education personnel if necessary.

Has your student ever been in any of the following programs:

Yes No Special Education If yes, please check the category below

<input type="checkbox"/>	Emotionally Disturbed	<input type="checkbox"/>	Other Health Impairment
<input type="checkbox"/>	Other Health Impairment-Minor	<input type="checkbox"/>	Visual Impairment
<input type="checkbox"/>	Autism	<input type="checkbox"/>	Developmental Delay
<input type="checkbox"/>	Hearing Impairment	<input type="checkbox"/>	Traumatic Brain Injury
<input type="checkbox"/>	Specific Learning Disability	<input type="checkbox"/>	Orthopedic Impairment
<input type="checkbox"/>	Cognitive Disability	<input type="checkbox"/>	Deaf-Blindness
<input type="checkbox"/>	Multi-handicapped	<input type="checkbox"/>	Speech Language Impairment

Yes No Gifted and Talented Program. If yes, please indicate grade(s): _____

Yes No 504 program. If yes, please indicate grade(s): _____

Yes No Speech therapy program. If yes, please indicate grade(s): _____

Yes No ESL program. If yes, please indicate grade(s): _____

Yes No Has your student ever been retained/held back. If yes, please indicate grade(s): _____

Yes No Has your student ever skipped a grade. If yes, please indicate grade(s): _____

Yes No Has your student ever been identified as dyslexic. If yes, please indicate grade(s): _____

Yes No Does the student have problems with schoolwork or homework. If yes, please explain: _____

Yes No Has the student ever been suspended or expelled from school? If yes, include school name, when, and why: _____

Yes No Does the student have a history of truancy/not going to school? If yes, explain: _____

Yes No Did the student complete this past school year? If not, explain: _____

I, _____, understand that, if I am unable to be contacted, and the school has reason to believe that my student may have a disability, the school will act "in loco parentis" (in the place of a parent) in order to meet the educational needs of my student. I may contact CNS's special education department at any time during the special education assessment process to deny the school right to test my child for services.

Signature of Legal Guardian

Date

GIFTED AND TALENTED PROGRAM
CIRCLE OF NATIONS-WAHPETON INDIAN SCHOOL

The CNS Gifted and Talented Program offers many opportunities in a variety of areas to the students of the school. In order for your child to participate, CNS and the Gifted and Talented Coordinator need your permission for your child to be evaluated to determine whether or not they are eligible for the special services provided by this program. We also need your permission to place your child in the program, if they qualify. The areas that the Gifted and Talented Program services are listed below. **Check any of the areas that you feel apply to your child and explain why in the spaces provided.**

_____ Intellectual Ability: _____

_____ Creativity / Divergent Thinking: _____

_____ Academic Aptitude / Achievement: _____

_____ Leadership: _____

_____ Aptitude in Visual and Performing Arts: _____

List something that the student is exceptionally good at doing or enjoys doing: _____

Additional comments: _____

I GIVE PERMISSION FOR MY CHILD, _____,

TO BE EVALUATED AND PLACED IN THE GIFTED AND TALENTED PROGRAM AT THE CIRCLE OF NATIONS SCHOOL AND SAMPLES PLACED IN THE STUDENT'S FILE AS EVIDENCE OF THEIR ABILITIES.

Signature of Legal Guardian

Date

STUDENT INFORMATION SUMMARY

Name of Student: _____

What programs/activities has the student participated or is interested in? (circle all that apply)

Special Education	Basketball	Volleyball	Cross Country	Football
Student Government	Track & Field	Tae Kwon Do	Music Lessons	
College & Career Classes	Cultural Activities: _____	Other: _____		

How does the student cope with problems? (Circle all that apply)

Cry	Fight verbally	Fight physically	Ignore	Eat
Sleep	Use drugs	Use alcohol	Use inhalants	Pray

Other: _____

Describe any traumatic event the student has experienced (ex: death of close relative, abuse, divorce/separation of parents, etc.):

What is the most important information to know about the student? _____

Has the student ever been involved in gang activity? Yes No

If yes, please explain: _____

Has the student ever been arrested? Yes No

If yes, give reason(s): _____

How many times? _____

Has the student ever been in detention or jail? Yes No

If yes, give reason(s): _____

How many times? _____

Is the student currently on probation or ever been on probation? Yes No

If yes, give reason(s): _____

Duration of probation or sentence: _____

If applicable, please provide the name(s) and contact information of the judge, probation officer, D.O.C. Worker, or Court Services Worker that is currently working with the student and/or the family:

_____	_____
Name of service provider	Telephone Number(s) / Contract Information

If applicable, please provide the name(s) and contact information of the social worker or caseworker or school counselor that has worked with the student and/or the family:

_____	_____
Name of social worker, caseworker, or school counselor	Telephone Number(s) / Contact Information

CIRCLE OF NATIONS SCHOOL
Cell Phone and Electronics Pilot Program

In the past, the Circle of Nations School has suggested that students not bring their cellphones and tablets to campus for fear of loss, damage, or theft. After much consideration, Administration has drafted the following pilot program policy regarding these items:

1. In an effort to improve communication between parents/ families and students attending CNS, students will be permitted to bring cell phones with them to campus. Upon arrival at the dorms, students will be required to check their cell phones in, where the items will be kept secure in a locked room in each pod. Students will be permitted to “check out” their device at specific times during the evening to make phone calls and answer texts, etc. Cell phones may NOT be brought to school during the academic day. Phones must be clearly labeled with the child’s name.

2. Students will be permitted to bring their personal MP3 players/iPods/iPads to campus. These items will be to be labeled with the child’s name. Students may NOT bring these items to school during the academic day, and will only be permitted to use them during non-instructional time in the Residential Department.

3. Circle of Nations assumes NO LIABILITY for the theft, loss, or misuse of these items (e.g. a student allows another child to use his cell phone, using the student’s prepaid minutes).

4. Circle of Nations will not replace any student cell phone or other device. It is the responsibility of the student to manage the devices properly according to the regulations established on each pod.

I acknowledge that I have read and agree to the Circle of Nations School cell phone and electronics policy. Should I choose to send electronic devices to the CNS campus with my child, I understand that CNS assumes no liability for these items. I also understand that should my child violate these policies he or she may lose electronic privileges temporarily or, in severe cases, the items may be sent home to the parent/ guardian.

Signature of Legal Guardian

Date

PARENTAL CONSENT FORM

Student's Name: _____

Permission is granted for the above named student to participate in organized school related / sponsored activities and field trips as approved by CNS. It is understood that the student will be properly chaperoned by qualified school personnel and all precautions will be taken to insure his/her safety. Further, it is understood that these trips may be overnight and may cross state lines. Yes No

Exception(s): _____

Permission is granted for the above named student to participate in organized competitive sports approved by CNS. It is understood that a physical examination for the student is required before the student can fully participate in any competitive sports offered by CNS. Yes No

Students often request to have their hair cut, trimmed, colored, or highlighted (at their expense). Permission is granted for the above named student for the following choices (please circle):

Haircuts	Yes	No
Trims	Yes	No
Coloring	Yes	No
Highlighting	Yes	No

Additional comments / instructions: _____

Students at CNS may have the opportunity to participate in sweat ceremonies for purposes of purification, prayer, personal spiritual guidance, and personal spiritual growth. Students may also have the opportunity to participate in church activities. Permission is granted for the above named student to participate in the following:

Sweat ceremonies	Yes	No
Church activities	Yes	No

Additional comments / instructions: _____

Signature of Legal Guardian

Date

CIRCLE OF NATIONS SCHOOL
BIE McKinney-Vento Enrollment/Referral

This questionnaire is intended to address a child's eligibility for services provided and required by the McKinney-Vento Act of No Child Left Behind Act. Your answers will help the administration determine residency documents necessary for enrollment of the student. Please check any statement that applies to your child's residency. It will be school staff and partnering agencies to ensure all providers have the necessary information to support the child and his/her family.

- | | | |
|--|-----|----|
| 1. Is the student's current address a temporary living arrangement? | Yes | No |
| 2. Is the student's temporary address due to loss of housing OR economic hardship? | Yes | No |

Student Information

Student Name: _____ Grade Level: _____ Age: _____

Parent/Guardian Name(s): _____

Parent / Guardian phone number: _____

- Cellular phone Work Phone Shelter Phone Family / Friend's Residence

Residency Information

Where does the student stay at night?

- Doubled up (more than one family in a house, apartment, or mobile home)
- Hotels/ motels, temporary housing, campsite
- Shelter/transitional housing / awaiting foster care
- Unsheltered (cars, parks, etc.)

Address/Directions: _____

Shelter Contact Person: _____

- Choices listed above do not apply

If your child qualifies, what supplemental services would you like the student to receive?

Educational Services

Description: _____

After-school Services

Description: _____

Health Services

Immunizations _____

Dental _____

Food/Clothing _____

Free Lunch _____

Counseling _____

Optometry _____

The parent/guardian understands the above services are supplemental to the regular instructional day and will be re-evaluated to determine which need to be continued. In the event that the family/youth residency changes, it is your responsibility to notify the Circle of Nations School Registrar.

Signature of Parent/Guardian: _____

Date: _____

STUDENT HEALTH INFORMATION SUMMARY

Student Name: _____

Medical Assistance Number: _____ Insurance Policy Number: _____

Does the student have any medical problems or conditions? Yes No

If yes, please explain: _____

Is the student currently receiving medical care from a physician? Yes No

If yes, please provide physician's name and contact information: _____

Has the student ever been on medication for mental health reasons? Yes No

If yes, please explain: _____

Has the student ever been pregnant or have a child? Yes No

If yes, please explain: _____

Has the student ever been hospitalized or treated for any of the following medical conditions? (Circle all that apply)

Seizures / Convulsions Headaches Head injury Epilepsy Ulcers

Suicide attempt/ Overdose Depression Eating disorder Allergies Diabetes

Kidney problems Serious accident Surgery Alcohol or drug issues

Other: _____ Briefly describe any of the problems circled above: _____

Does the student wear glasses or contacts or both? Yes No

If yes, please furnish provider's name and contact information: _____

Does the student have ear problems/infections, hearing problems, or wear a hearing aid? Yes No

If yes, please explain: _____

Does the student have speech problems? Yes No

If yes, please explain: _____

Has the student had any trouble associated with dental treatment? Yes No

If yes, please explain: _____

Is the student currently receiving dental care or orthodontic care? Yes No

If yes, please furnish provider's name and contact information: _____

Does the student wet the bed? Yes No

Describe the student's sleeping patterns: _____

Is the student on a special diet? Yes No

If yes, please explain: _____

Signature of Legal Guardian

Date

**Patient Registration/Update
Indian Health Service**

**Please bring a copy of your SS Card, Enrollment papers, Birth Certificate, and any insurance you may have so we can keep it on file. This information is useful to reach you and your family for future appointments, Purchase referred Care and mostly up-keep of your Medical Records.

Patient's Name: _____ Maiden: _____

Other Names Used: _____ Sex: M F

Chart Number: _____ DOB: _____ Religion: _____

Tribe of Enrollment: _____ Enrollment Number: _____

Indian Blood Quantum: 4/4 3/4 1/2 1/4 1/8 Other: _____

Present Community (where you live): _____ Number of years: _____

Social Security Number: _____ Birthplace (Town/State): _____

Mailing Address: _____ Town/State : _____ Zip: _____

Home Phone: _____ Work Phone: _____ Cell: _____

Do you have any of the following insurances?

Medicare Yes No If yes, list number: _____ Eff. Date: _____

Medicaid Yes No If yes, list number: _____ Eff. Date: _____

Private Insurance: Yes No
If yes, list number: _____ Eff. Date: _____

Policy Holder: _____

Place of Employment: _____ Spouse Place of Employment: _____

Are you a Veteran: Yes No If yes, what branch: _____

Father's Name: _____ Place of Birth: _____

Mother's Name: _____ Place of Birth: _____

Parents place of employment if minor: Mother: _____ Father: _____

Emergency Contact: _____ Relationship to you: _____

Address: _____ Town/state: _____ Zip: _____ Phone: _____

Next of KIN: (If same as above, write SAME)

Name: _____ Relationship to you: _____

Address: _____ Town/state: _____ Zip: _____ Phone: _____

Patient Registration Intake Form #2

1. Ethnicity: (Select One) Hispanic or Latino Not Hispanic or Latino Unknown
2. Primary Language: _____
3. English Proficiency: (Select one) Very Well Well Not Well Not at all
4. Preferred Language: _____
5. Are you a migrant worker: Yes or No
 If yes, select one: Migrant Agricultural Worker Seasonal Agricultural Worker
6. Are you homeless: Yes or No
 If yes, select one:
 Homeless Shelter Street
 Transitional Other
 Doubling Up Unknown
7. Do you have Advance Directives? Yes or No
 If yes, select one: Power of Attorney Living Will
8. Internet Access: Yes or No Where: _____
9. Email Address: _____
10. DO we have permission to send Generic Health information to your email address? Yes or No

If yes, what is your preferred method to receive reminders?

Please pick one:

Email

Letter

Phone

Acknowledgement of Receipt of Notice of Privacy Practices

I hereby acknowledge receipt of the Woodrow Wilson Keeble Memorial Health Care Center notice of Privacy Practices at:

WOODROW WILSON KEEBLE MEMORIAL
HEALTH CARE CENTER
PO BOX 189
100 LAKE TRAVERSE DRIVE
SISSETON, SOUTH DAKOTA 57262

Signature of Patient

Date

Signature of Patient
(State relationship to Patient)
Witness (If signature is by thumb print or mark)

Date

Signature and Title of I.H.S. Employee

Date

For Patients Unable to Acknowledge Receipt

I hereby certify that the patient was able to acknowledge receipt of the Notice of Practices because:

Signature of I.H.S. Employee

Date

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
Public Health Service
Indian Health Service**

**CONSENT OF PARENT OR LEGAL GUARDIAN OR OTHER PERSON
WHO HAS PRIMARY RESPONSIBILITY FOR THE CARE OF THE CHILD**

(Before completing this form, please read information on reverse side or following page)

Name of Student _____ Date of Birth _____

I (We), _____

Have read the Consent Form for the Indian Health to arrange for or to provide the following health care services for this child:

1. Health care including medical examinations, routine laboratory studies, x-ray procedures, and skin tests.
2. Dental care including dental examinations, preventive use of fluorides and necessary emergency dental care.
3. Mental health services including evaluation and treatment as necessary.
4. Emergency health care for accidents illness.
5. Transportation of the child to and/or from another health facility for these services.
 - I hereby give consent for all of the above services.
 - Exceptions or Special Instructions:

Signed _____

Address _____

Relationship _____

Date _____ Valid Until _____

PLEASE RETURN THIS FORM TO THE SCHOOL

(The third page of this form is for you to keep)

1 Person is defined as one who in the absence or the parent or legal guardian provides a home for the child such as next of kin.

IHS - 47
(10/88)

Copy 1 (IHS RECORD)

ADMISSION INFORMATION FOR EMERGENCY MEDICAL CARE

Please submit a copy of medical assistance card and/or any vision, dental, and health insurance card(s). In addition, please include signed, notarized parental consent for health services form and release of information forms.

1. Patient/Student Information

Full legal name: _____

Current address: *Circle of Nations School, 832 8th Street North, Wahpeton, ND 58075*

Date of Birth: _____ Gender: _____

Social Security Number: _____ Medical facility: _____

Primary Physician: _____ Telephone number: _____

Address: _____

2. Legal Guardian Information

Guardian's Name: _____ SSN: _____

Guardian's Address: _____ DOB: _____

Telephone number(s): _____

Emergency contact (in addition to Legal Guardian): *Circle of Nations School*

Emergency contact telephone number: *(701) 642-3796, ext. 256*

MANDATORY - Please complete the sections below (all that apply):

3a. Medical Assistance State and Number: _____

Billing Address: _____

Telephone Number(s): _____

3b. Insurance Company: _____

Telephone Number(s): _____

Policy Number: _____ Group Number: _____

3c. Indian Health Service Unit: _____

Address: _____

Telephone Number(s): _____ Fax number: _____

4. Medical Information for Student

Food allergies: _____

Medication allergies: _____

Current medications / prescriptions: _____

Medical conditions: _____

Additional information: _____

CONSENT OF PARENT OR LEGAL GUARDIAN OR OTHER PERSON *
WHO HAS PRIMARY RESPONSIBILITY FOR THE CARE OF THE CHILD
(Public Health/Non-IHS Service)

Name of Student: _____ Birth date: _____

I (We) _____

am (are) the parent(s) / legal guardian(s) of the above named student. I (We) have read and understand the consent and give the Circle of Nations School in Wahpeton, ND permission to arrange for and/or to provide the following health services for my (our) child:

1. Health care including medical examinations, routine laboratory studies, x-ray procedures, skin tests, immunizations - including flu vaccine and HPV, and administration of medication.
2. Routine dental care including dental examinations, preventative use of fluorides, and necessary emergency dental care.
3. Optometry care including optometry examinations.
4. Mental health services including evaluation, treatment, and medication, as necessary.
5. Emergency health care for accidents or illness.
6. Transportation of child to and/or from health facilities for these services.
7. Health education and instruction including, but not limited to, the following subjects: diabetes, nutrition, exercise, AIDS, STD's, age and gender appropriate sex education, and routine health maintenance.

() Exceptions or special instructions: _____

Parent/Guardian Signature: _____ Date: _____

Circle of Nations School
Release and Authorization for Dispensing Medication

To be completed by parent or guardian

I, _____

Give Circle of Nations school permission to administer the following medications on the Standing orders list (per package directions) to my child:

_____ Student Name

_____ Date of Birth

Signature of Parent/Guardian: _____

Date: _____

Prescribed medications information: If your child takes scheduled medication, please complete the following:

Name of Medications:

Reason for taking medications:

Prescribed dose and route of medications:

Time of day the medication is to be taken:

How long will student be taking this medication:

Name of Doctor who prescribed the medication:

Name of Pharmacy, City, State of where medication was received from:

This form will allow us to give your child general over the counter medicines if needed

AUTHORIZATION FOR RELEASE OF INFORMATION

Name of Patient/Student: _____ Date of birth: _____

Disclosure of information from the above named patient/student record is hereby requested.

The information is to be released from:

Name of facility: _____
Address: _____
City/State/Zip Code: _____
Telephone Number: _____

and is to be provided to:

School Clinic – Circle of Nations School
832 8th Street North
Wahpeton, ND 58075
701-642-3796, ext. 256

The purpose or need for this disclosure is for the student's school medical file while enrolled and in attendance at the Circle of Nations School.

The information to be released is from my:

_____ Medical Record
_____ Dental Record
_____ Other (specify) _____

and includes:

_____ Only information related to (specify): _____

_____ Only the period or events from: _____ to _____

I understand that I may revoke this authorization in writing at any time, except to the extent that action has been taken in reliance on this authorization. If this authorization has not been revoked, it will terminate one year from the date of signature.

Signature of Patient/Student

Date

Signature of Legal Guardian or Authorized Representative (if necessary)

Date

This information is to be released for the purpose(s) stated above and may not be used by the recipient for any other purpose. Any person who knowingly and willfully requests or obtains any record concerning an individual from a Federal agency under false pretenses shall be guilty of a misdemeanor (5 U.S.C. 552a(i)(3)). In the case of alcohol and drug patient records, a falsified authorization of disclosure is also prohibited under 42 CFR 2.31(d).

HIPAA Privacy Authorization Form

** Authorization for Use or Disclosure of Protected Health Information

(Required by the Health Insurance Portability and Accountability Act, 45 C.F.R. Parts 160 and 164)**

1. Authorization

I authorize _____ (*healthcare provider*) to use and disclose the protected health information regarding _____ (*student*) described below to _____ (*individual seeking the information*).

2. Effective Period

This authorization for release of information covers the period of healthcare from:

a. _____ to _____.

** OR **

b. all past, present, and future periods.

3. Extent of Authorization

a. I authorize the release of my complete health record (including records relating to mental healthcare, communicable diseases, HIV or AIDS, and treatment of alcohol or drug abuse).

** OR **

b. I authorize the release of my complete health record with the exception of the following information:

Mental health records

Communicable diseases (including HIV and AIDS)

Alcohol / drug abuse treatment

Other (please specify): _____

4. This medical information may be used by the person I authorize to receive this information for medical treatment or consultation, billing or claims payment, or other purposed I may direct.

5. This authorization shall be in force and effect until _____ (date or event), at which time this authorization expires.

6. I understand that I have the right to revoke this authorization, in writing, at any time. I understand that a revocation is not effective to the extent that any person or entity has already acted in reliance on my authorization or if my authorization was obtained as a condition of obtaining insurance coverage and the insurer has a right to contest a claim.

7. I understand that my treatment, payment, enrollment, or eligibility for benefits will not be conditioned on whether I sign this authorization.

8. I understand that information used or disclosed pursuant to this authorization may be disclosed by the recipient and may no longer be protected by federal or state law.

Signature of patient or personal representative

Date

Printed name of patient or personal representative and his or her relationship to patient

Home Language Survey
Circle of Nations School
Bureau of Indian Education

Date: _____ Name: _____

This survey is to be completed by the parent or legal guardian of the student enrolling in the school to determine if the child needs support in increasing their English language proficiency. Completion of the survey is optional, though indicating the child speaks another language other than English may lead to additional resources or supports to assist in your child's development in the English Language for academic achievement.

Please circle or write your answers below:

Student Languages

1. What was the first language your child learned?

English Another Language (list) _____

2. What language is the one that is primarily spoken by your child in the home?

English Another Language (list) _____

3. Do you believe your child might need additional help with English to learn other academic areas such as math, science, reading or writing? Yes No

Adult Languages

4. How many adults live in your home? _____

5. How many of the adults primarily speak a language other than English in the home? _____

6. What other languages are spoken in the home? _____

7. Do you or the other adults in your home need translated documents for the school to provide information to you concerning your student? Yes No

8. Do you or the other adults in your home require a translator to discuss your student's academic progress with educators at the school? Yes No



December 2021

Dear Parent/Guardian,

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires the Circle of Nations School, with certain exceptions, to obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Circle of Nations School may disclose appropriately designated "directory information" without written consent, unless you have advised the School to the contrary in accordance with School procedures. The primary purpose of directory information is to allow the Circle of Nations School to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production
- The annual yearbook
- Honor roll or other recognition lists
- Graduation program
- Sports activity sheets, such as for wrestling, showing weight and height of team members

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent/guardian's prior written consent. Outside organizations include, but are not limited to, companies that publish the yearbook, etc. In addition, two federal laws require local education agencies receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses, and telephone listings – unless parent/guardians have advised the school that they do not want their student's information disclosed without their prior written consent.

If you do not want Circle of Nations School to disclose directory information from your child's education records without your prior written consent, you must notify the school in writing prior to enrollment date of your student. Circle of Nations School has designated the following information as directory information:

- Student's name
- Participation in officially recognized activities and sports
- Address
- Telephone listing
- Weight and height of members of athletic teams
- Photograph
- Honors and awards received
- Date and place of birth
- Dates of attendance
- Grade level

If there are questions about your student's rights under FERPA, please contact the School Principal, at 701-642-3796, ext. 231, or at Circle of Nations School, 832 8th Street North, Wahpeton, ND 58075.

If you do not wish directory information about your student to be disclosed, please inform CNS in writing and submit the letter to the school prior to the enrollment date of your student.

Trevor Gourneau, Principal

(Keep this page for your information.)