



NEW YORK CITY DEPARTMENT OF EDUCATION

ACADEMY OF AMERICAN STUDIES



William C. Bassell, Principal

North Campus: 28-01 41 Avenue Long Island City, NY 11101 (718) 361-8786 / Fax--(718) 361-8832
South Campus: 28-04 41 Avenue Long Island City, NY 11101 (718) 433-2556 / Fax--(718) 937-4159

Mark Solkoff, Asst. Principal
Nina Cohen, Asst. Principal
Joanne Black, Asst. Principal
Jason Vanderwalker, Asst. Principal
Brian Mayer, Asst. Principal

Dear Parent/Guardian and Student:

Federal law requires the New York City Department of Education to provide names, addresses, and telephone numbers of 11th and 12th grade high school students to military recruiters and institutions of higher education that request this information, except where the parent or student opts out by notifying the DOE **in writing** that he/she does not consent to release this information.

While we are committed to protecting the confidentiality of our students, we must comply with the law. Parents/guardians and students who do not want contact information disclosed to military recruiters and/or institutions of higher education **must** fill out information on the attached sheet and have your child return it to Ms. Incantalupo in room 107 North by next week. We are required to release contact information to military recruiters and/or institutions of higher education for all 11th and 12th grade students unless the student or parent/guardian returns the attached opt-out form.

Please be aware that you can change your options at any time. If you do not submit the form now, you may still opt out at **any time**. Please advise the principal in writing if you change your decision at a later date.

For more information or assistance, please refer to Chancellor's Regulation A-825 or contact me at the school.

Thank you.

Sincerely,

William C. Bassell
Principal