



## Federal Parent/Guardian Student Ethnic and Race Identification (PSE Form)

To the Parent or Guardian:

Federal law requires the New York City Department of Education to collect and record the ethnic identity and race of public school students. This information is used to determine funding for your school, among other things, and is kept safe and private.

We need your help to accomplish this task. Please respond to the ethnicity and race identification questions on the back of this page. The first question gives you a chance to share if your child is of Hispanic, Latino, or Spanish origin. The second question gives you a chance to share your child's race or races. The federal government provides the options that you will choose from. Please respond to both questions.

We understand the sensitive nature of this process. The options may not represent a perfect or complete portrayal of your family's own ethnic or race identification. We encourage you to select the options using your best judgment. If you choose not to answer, federal guidelines require New York City Department of Education school staff to respond on your behalf.

Race and ethnicity information for students is protected by the confidentiality regulations cited at the bottom of this page.<sup>1</sup>

Thank you for your cooperation.

### Directions for parents and guardians:

Please complete the form on the other side of this page and return it to your child's school.

### Directions for school staff:

File the completed form in the student's cumulative folder as confidential information.

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<sup>1</sup> **Confidentiality Procedures and Regulations:** the [Family Educational Rights and Privacy Act](#) (FERPA) and [Regulations of the Chancellor A-820](#) prohibit unauthorized access to student records and unauthorized release of any student record information identifiable by either student name or student identification number.

### Federal Parent/Guardian Student Ethnic and Race Identification

- All students between 5 and 21 years of age have the right to a free and public education.
- Federal law requires the New York City Department of Education to collect and record the ethnic identity and race(s) of public school students.
- Children may not be refused admission to a public school because of race, color, creed, national origin, gender, gender identify, pregnancy, immigration/citizenship status, disability, sexual orientation, religion, or ethnicity.<sup>2</sup>

#### SCHOOL STAFF: PLEASE COMPLETE THIS SECTION

Student Name: \_\_\_\_\_  
*(Last name, first name, middle initial)*

Date of Birth: \_\_\_/\_\_\_/\_\_\_  
*(Month/Day/Year)*

Name of School: \_\_\_\_\_

District Borough Number: \_\_\_\_\_

Grade level: \_\_\_\_\_

Official Class Code: \_\_\_\_\_

NYC Student Identification Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

#### PARENT OR GUARDIAN: PLEASE COMPLETE THIS SECTION

Please answer **both** questions 1 and 2. Please read them before you respond.

*For question 1, mark the box that best describes your child.*

- 1. Is the student Hispanic, Latino, or of Spanish origin?** Hispanic, Latino, or of Spanish origin means a person of Cuban, Dominican, Mexican, Puerto Rican, Central or South America, or other Spanish culture or origin, regardless of race.
- YES, Hispanic**
- NO, not Hispanic**

*For question 2, mark **all** boxes that apply to your child.*

- 2. Select one or more races from the following five racial groups.**
- AMERICAN INDIAN OR ALASKAN NATIVE:** A person having origins in any of the original peoples of North America and South America (including Central America). **(ATS Code: B)**
- ASIAN:** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Sub-Continent including for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. **(ATS Code: C)**
- NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER:** A person having origins in any of the original peoples of Hawaii, Guam, or other Pacific Islands. **(ATS Code: D)**
- BLACK:** A person having origins in any of the Black racial groups of Africa. **(ATS Code: E)**
- WHITE:** A person having origins in any of the original peoples of Europe, North Africa, or the Middle East. **(ATS Code: F).**

Signature of Parent/Guardian/Other/School Staff Observer: \_\_\_\_\_ Date: \_\_\_\_\_

Relationship to student:

- Parent  Other (specify): \_\_\_\_\_
- Guardian  School Staff Observer (name): \_\_\_\_\_

<sup>2</sup> Race may be considered as a factor in school enrollment only where required by court order; gender is a factor only in single-gender schools.  
 T&I-30775 PSE Form (English)