

## FERPA RELEASE AUTHORIZATION FORM

**This authorization is valid for the duration of ONE academic year (Fall, Spring, Summer).** If you wish to continue releasing their information, **you must submit a new FERPA release each Fall.**

Students may cancel an existing FERPA release at any time by submitting a new form (see cancel options below).

### SECTION I: STUDENT INFORMATION

Name:		Campus:
PO Email:		Student ID #:
Address:		City:
State:	Zip Code:	Preferred Phone:
Faculty Advisor Name:		Faculty Advisor Email:
Current Academic Program:		
<input type="checkbox"/> BA/HD	<input type="checkbox"/> MA/HD	<input type="checkbox"/> MA/ECE
<input type="checkbox"/> BA/ECE	<input type="checkbox"/> MA/MFT	<input type="checkbox"/> MA/ED with Credential:
<input type="checkbox"/> BA/ECE with Credential:	<input type="checkbox"/> MA/OLC	<input type="checkbox"/> Credential Only:
		<input type="checkbox"/> Non-Matriculating
		<input type="checkbox"/> Other:

### SECTION II: INFORMATION TO BE RELEASED

I give permission to have the following records released:	
<input type="checkbox"/> <b>ALL RECORDS</b>	
<input type="checkbox"/> <b>Accounting</b>	Includes tuition and fee balances, financial holds, mailing and billing address, payment plans, accounting statements, collections information and debt information.
<input type="checkbox"/> <b>Admission</b>	Includes date of application, program selected, documents received, documents pending, date of admission status and conditions of admission.
<input type="checkbox"/> <b>Registration</b>	Includes current enrollment, dates of enrollment activity, enrollment status, residency status, semesters attended and mailing address information.
<input type="checkbox"/> <b>Academic Records</b>	Includes courses taken, grades received, GPA, academic progress, honors, transfer credit award and degrees earned.
<input type="checkbox"/> <b>Financial Aid</b>	Includes all general financial aid information.

### SECTION III: AUTHORIZED PARTIES

I would like to release or cancel access of my records to the following individuals:		
<input type="checkbox"/> <b>Release to</b> <input type="checkbox"/> <b>Cancel</b>	Name:	Relationship:
		Phone #:
<input type="checkbox"/> <b>Release to</b> <input type="checkbox"/> <b>Cancel</b>	Name:	Relationship:
		Phone #:
<input type="checkbox"/> <b>Release to</b> <input type="checkbox"/> <b>Cancel</b>	Name:	Relationship:
		Phone #:

### SECTION IV: STUDENT SIGNATURE

<b>I am aware of my student rights according to FERPA and consent to the changes above.</b>	
Student Signature:	Date:

### SECTION V: RECEIVED BY

Initials:	Date:
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