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FERPA Release Form

Directions: This form is to be kept on file for the person who is authorized to release the information. The Office of the Registrar will not keep a copy of this form in your records.

The Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) prohibits educational agencies or institutions and their employees from disclosing personally identifiable information from a student's educational record without the student's written consent (20 U.S.C. § 1232[g]). Specifically, FERPA requires that a student provide a written and signed statement that (1) specifies the records that may be disclosed; (2) states the purpose of the disclosure; and (3) identifies the party or class of parties to whom the disclosure may be made (34 C.F.R. § 99.30).

Please indicate who is authorized to disclose information:

Specific authorization issued to: _____

I authorize the release of the following types of information (select all that apply):

- ☐ My grades on individual assignment
- ☐ Information about whether I turned in assignments on time
- ☐ Information about my class participation
- ☐ Any other information about my performance
- ☐ Other: _____

I authorize the above named person to give the above types of information to the following individuals:

- ☐ Any person who calls or e-mails requesting information
- ☐ Limited to the following (Please list below):

Name of individual, firm, or agency	Expiration date of authorization

Student Signature

Printed Name