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*Authorization to Release Information*

The Family Education Rights & Privacy Act (FERPA) is a federal law which influences record keeping in most colleges and universities. It is popularly known as the “Buckley Amendment”, and the law requires that the educational records of students in colleges and universities receiving Department of Education funds remain confidential. The Buckley Amendment allows others to access a student’s educational records only if the student consents.

I, \_\_\_\_\_  
 Name of Student (Please Print) Student ID or Date of Birth

Authorize access of my [please check appropriate area(s) below]:

\_\_\_\_\_ **Academic**      \_\_\_\_\_ **Financial Information**

To:

\_\_\_\_\_  
 Name (Please Print)

\_\_\_\_\_  
 Relationship

\_\_\_\_\_  
 Name (Please Print)

\_\_\_\_\_  
 Relationship

**This release of information does NOT allow access to the Student Information System (Student Records via the Internet) or Official Transcripts.**

\_\_\_\_\_  
 Student Signature

\_\_\_\_\_  
 Date

Changes to this form must be made in writing, by the student, to the Registrar’s Office.

<u>Office Use Only</u>
Date Processed: _____
By Whom: _____