

AUTHORIZATION TO RELEASE RECORDS TO A THIRD PARTY

The Family Educational Rights and Privacy Act of 1974 (FERPA) prohibits an educational institution from releasing confidential, non-directory information about a student without the student's consent. You can waive this right for a third party, including a parent or guardian, by completing this form.

I, _____, Student ID: _____ understand that by signing this form, I grant Edison State College permission to discuss and/or release information pertaining to my education record to the person(s) listed below. This information may be related to directory or non-directory information.

Unless specified below, this authorization will be effective until I withdraw it by re-submitting this form to the Office of the Registrar.

NAME: _____ RELATION: _____

NAME: _____ RELATION: _____

NAME: _____ RELATION: _____

Action to be taken (Please check one).

I hereby authorize access to my academic information (transcript, grades, etc.) to the above individual(s).

I hereby authorize access to my academic information to the above individual(s) EXCEPT for the following: _____

I hereby cancel authorization for access to my academic information for the following individual(s) _____

Student Signature_____
Date_____
Processed by:

Office Use Only

Date

