

## Authorization for the Release of Student Information

The Family Educational Rights and Privacy Act (FERPA) as amended is a federal law that protects the privacy of a student's educational records. Though FERPA gives parents/legal guardians certain rights with respect to their children's educational records, these rights transfer to the student when he/she reaches the age of 18 or attends a postsecondary institution.

Under FERPA regulations, Directory Information, such as address/telephone number, is the information that may be released without a student's consent. Disclosure of non-directory information, however, requires written permission to release to those beyond Clark State Community College. For example, students often want to have academic and/or financial information released to their parents or spouses. This form allows you to give the required written permission. When submitting this form to Clark State, the student must present his/her Student Identification Card.

Print Legal Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

**Academic Information:** By placing names on the lines below, you are giving Clark State Community College permission to release your confidential academic information to the people listed. If you do not want this information released to anyone, leave this section blank.

Name (please print)	Relationship to Student
_____	_____
_____	_____
_____	_____

**Financial Information:** By placing names on the lines below, you are giving Clark State Community College permission to release your confidential financial information to the people listed. If you do not want this information released to anyone, leave this section blank.

Name (please print)	Relationship to Student
_____	_____
_____	_____
_____	_____

I understand that this form may be changed or updated at any time by signing a new form. Each new form must contain all permissions that I wish to give even if some information has not changed.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_