FERPA INFORMATION RELEASE FORM

The Family Educational Rights and Privacy Act (FERPA) establishes certain rights for students, regarding the privacy of their *educational* record. While parents/guardians/spouses and others may have an interest in the student's record, access to or release of the educational record is only by written student consent. *Directory* information may be released to anyone upon request, unless a student stipulates otherwise (see page 10 of the Academic Catalog)

I, _____, the undersigned, authorize Sterling college to release the
(Please Print Full Name)
following ***educational*** records upon request:

Check all that apply:

- ☐ Academic record (grades/GPA, registration, academic progress, enrollment status)
- ☐ Financial Records (Business Office/Financial Aid)
- ☐ Other (please specify)_____

Persons to whom information may be released:
(PLEASE PRINT)

Name	**Relationship to Student**	**Password**
		_____

**NOTE: You, the student, are responsible for sharing your password with the people who you are allowing access to your records.

☐ This release is a one-time release only _____
Effective Date

☐ This release will remain in effect *while enrolled* unless I revoke such consent in writing at the Office of the Registrar.

I acknowledge by my signature that I understand although I am not required to release my records, I am giving my consent to release the information.

_____
Signature of Student Date

Directory Information at Sterling College includes name, address, phone number, email address, major, enrollment status, participation in athletics, weight and height of members of athletic teams, dates of attendance, degree and awards received, and the last school attended (pg. 10 of the Academic Catalog). You may choose to withhold this information, but be aware that this will preclude release of any information to any source outside of the institution, including but not limited to employers and scholarships. Check the box if you would like to withhold directory information.

☐ DO NOT RELEASE ANY DIRECTORY INFORMATION