

# FERPA CONSENT TO RELEASE FORM

The Family Educational Rights and Privacy Act of 1974 (FERPA) allows a student rights concerning the privacy of, and access to, his/her educational record. As a student, you may choose to complete and submit this form allowing the release of your records to third parties you specify. Please note that this form authorizes Life University to release your record, but it does not obligate Life University to release your record. Requests for the release of records will be reviewed and responded to on a case-by-case basis. Email completed form to [finaidmail@life.edu](mailto:finaidmail@life.edu).

## SECTION A: STUDENT ACKNOWLEDGEMENT

I, \_\_\_\_\_ (print name), hereby authorize Life University to release my records.

## SECTION B: RECORDS

Check appropriate box(es)

- |   |   |
|---|---|
| <input type="checkbox"/> Grades               | <input type="checkbox"/> Billing or account information |
| <input type="checkbox"/> Academic Progress    | <input type="checkbox"/> Registration                   |
| <input type="checkbox"/> Financial Aid record | <input type="checkbox"/> Admission status               |

## SECTION C: PERSON TO WHOM ACCESS IS GRANTED

Check appropriate box

- My Parents [name(s)] \_\_\_\_\_
- My Guardian [name(s)] \_\_\_\_\_
- My Spouse (name) \_\_\_\_\_
- Other (name/specify) \_\_\_\_\_

**Please note:** Those given access will be required to verify identity before information regarding your record is released

## SECTION D: STUDENT AUTHORIZATION

I acknowledge by signing this form I authorize Life University to release the records I have indicated in Section B to those indicated. I understand that I am not required to give those indicated access, but that I am consenting to do so. I understand that this release remains effective until I provide the office of Student Administrative Services at Life University with written notice withdrawing my consent to release.

Student's Name (Printed) \_\_\_\_\_

Student's Signature \_\_\_\_\_

Student ID# \_\_\_\_\_ Date \_\_\_\_\_