

Kentucky Wesleyan College

Family Educational Rights & Privacy Act – FERPA - Release of Information

Name (Please Print) _____ Last 4 digits of SS # _____
Last First Middle

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. This applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents, legal guardians or other designees certain rights with respect to education records.

I give permission for the following information to be released to the individuals listed below. (please **initial** all that apply)

- _____ Financial Aid information _____ Transcript of academic progress
 _____ Student Account Information _____ Attendance and Course Schedules

Individuals to whom information indicated above can be released:

 Printed Name Relationship Date of Birth Last 4 digits of Social Security#

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 Printed Name Relationship Date of Birth Last 4 digits of Social Security #

I acknowledge that I am signing this form voluntarily to release my rights under FERPA regulations. I further acknowledge official records will only be released when this written consent form is on file in the Kentucky Wesleyan College Registrar Office NOTE: FERPA does not allow us to give information such as grades or GPA over the phone, even to the student.

I understand that I may revoke this privilege at any time by submitting a written statement to the KWC Registrar Office. A revocation will not affect any disclosures made by KWC prior to receiving the revocation.

Your signature must be notarized if this document is **not** signed in the presence of a staff member from KWC's Registrar, Cashier or Financial Aid offices.

 Student Signature Date Witness (Notary Public or KWC Staff Member)

Student's Phone Number _____