

Student Consent for Release of Information

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

FERPA gives registered students the right to inspect and review their "educational records". "Educational records" are records, files, documents, and other material regularly maintained by the university and directly related to the student. It specifically excludes: 1) directory information, 2) records maintained personally by university personnel, which are not available to others, 3) medical and counseling records, 4) some law enforcement/legal records, and 5) financial information about your parents.

The Act also states that the university cannot permit access to, or release of, "educational records," or personally identifiable information contained therein, to any party without the consent of the student. There are exceptions, for example, for directory information and information disclosed for legitimate educational purposes. (See The Concordia University, Nebraska Student Handbook for a full explanation of FERPA policy.)

To comply with FERPA, students must provide written consent to the university to release "educational records" even to a student's parent or guardian. By signing the statement below, you are authorizing representatives of Concordia University to release, to the individual specifically identified below, your entire "educational record" including, but not limited to:

Academic (grades, class schedule, progress reports, attendance, etc.)

Financial (student financial account, financial aid, scholarships, etc.)

Discipline/Social (formal/informal discipline, personal well being, behavior, social interactions, etc.)

I, _____, (print full name) authorize representatives of Concordia University to release FERPA educational records and student information (academic, financial, or discipline/social affairs) to parent/legal guardian/individual(s) listed below.

SIGNATURE

DATE

Student J# or last four digits of Social Security Number

INFORMATION MAY BE PROVIDED TO: (Please print full name)

Name(s) _____

Name(s) _____

Address _____

Address _____

E-mail _____

E-mail _____

Cell Phone _____

Cell Phone _____

ATTENTION: This Release allows for release of information, but does not guarantee or require Concordia University, Nebraska to initiate disclosure of any information regarding the student.