



Student Consent to Release Education Records

The Family Educational Rights and Privacy Act of 1974 (FERPA) affords certain rights to students concerning the privacy of, and access to, their education records. A student's education records are maintained as confidential by Lees-McRae College and will not be released to a third party without the student's prior written consent. A student may grant permission to authorized personnel of the College to release some or all of that student's education records by completing this authorization and consent form.

This authorization will remain active for the duration of the student's enrollment at Lees-McRae College. Any changes must be submitted in writing to the Office of the Registrar.

I, _____, hereby consent and authorize Lees-McRae College to release the following records upon the requests of the person(s) identified below:

CHECK ALL APPLICABLE RECORDS

- All Educational Records Listed Below
- Academic Records
(includes transcripts, grade reports, advising records, academic progress, enrollment status)
- Financial Aid Records
(includes awards, grants, loans, scholarships, eligibility, financial aid academic progress status)
- Student Account and Billing Records
(includes billing statements, charges, credits, payments, past due amounts, collection activity)
- Student Affairs Records
(includes housing, conduct/disciplinary records)

The person(s) authorized to receive these records is (are):

_____	_____
Name	Relationship to Student
_____	_____
Name	Relationship to Student
_____	_____
Name	Relationship to Student

Authorization to release information NOT granted

If you choose not to permit your parents/guardian access to your records, the college can still provide information to them if you were considered financially dependent during the most recent tax year.

I understand that (1) I have the right not to consent to the release of my education records, (2) I have the right to inspect any written records released pursuant to this Consent, and (3) I have the right to revoke this consent at any time by submitting a written revocation to the Registrar.

_____	_____
Student Signature	Date