

Permission to Release Education Record Information

Family Educational Rights and Privacy Act (FERPA)

GENERAL INFORMATION

The Family Educational Rights and Privacy Act (FERPA) of 1974, as amended, provides protection for student educational records, and stipulates that non-directory information (as defined by FERPA and the institution) may not be released without the express written consent of the student (some exceptions apply). This form is used to provide a consent for UVU to release non-directory education record information to a specified person, party, or class of parties.

Send this completed form to the Registrar's Office in BA 113 or email to registration@uvu.edu.

STUDENT INFORMATION

UVID: _____ Name: _____

RELEASE TO A SPECIFIC PERSON OR ORGANIZATION

Complete any applicable fields.

Name: _____ Organization/School (if applicable): _____

Street Address: _____ City: _____ State: _____ Zip: _____

Email Address: _____ Fax: _____

Security Phrase (optional; generally used for a parent, guardian, partner, etc.): _____

The security phrase is a word or phrase this person will give over the phone to verify their identity and authorization to receive information about you or make changes on your behalf.

RELEASE TO CLASS OF PARTIES

Class of parties (such as UVU faculty or Scott, Schrute, and Beasley Law Office Staff, etc.)

CHOOSE ONE OR BOTH OPTIONS

EDUCATION RECORDS/INFORMATION TO BE RELEASED

Describe what is to be released to/shared with/available to the recipient specified above.

this is a one-time release this is an ongoing release

PURPOSE FOR THIS RELEASE

Describe the purpose for releasing the records/information specified above.

STUDENT AUTHORIZATION AND SIGNATURE

I give permission for UVU to release the education records/information specified above to the recipient(s) specified above.

Student Pen and Ink Signature (REQUIRED): _____ Date: _____