



FERPA Privacy Waiver

Per the Family Educational Rights and Privacy Act (FERPA), 20 USC § 1232g, students have the right to privacy with regard to their educational records. These records include, but are not limited to, records maintained by the Office of Student Conduct. A new form must be completed after the expiration of the previous form submitted regarding a case using the case number on your prehearing/hearing notification letter. Only with a signed release are these records available to individuals other than the student, or as allowed by amendments to FERPA. If you wish to have an additional person in your prehearing meeting or formal hearing with you, this form must be completed first. If you wish for our office to forward a copy of your records to a third party (another college, an employer, etc), you must complete this form.

I understand: (1) I have the right not to consent to the release of my student records and information, (2) the information may be released orally or in written form, and (3) that I may revoke this consent at any time. This release overrides all FERPA directory information suppression I have previously set up in my student record for the third party designee.

Student Information

First Name:

*

Last Name:

*

Mason Email:

*

Mason G Number:

*

Name of Person(s) or Organization To Release Record To:

Person/Organization Name (required)

Relationship (required)

Email (required)

Person/Organization Name

Relationship

Email

Person/Organization Name

Relationship

Email

Person/Organization Name

Relationship

Email OR Phone Number

Purpose of Release-select which reason you are submitting this form. (required)

If you Select Third Party Release, please attach a Word or PDF file with the names and addresses of the institutions/individuals you want the information sent to in the email you use to send this document to us.

If you selected Academic Standards or Student Conduct Case Review, enter your case number from the notice letter you received via email. If you have multiple cases, please list each case number, separated by commas, in the space provided. Failure to provide this information may result in delays.

Duration of Release (required)

Signature

_____Date:_____