

DAVIS & ELKINS COLLEGE

FERPA RELEASE OF STUDENT INFORMATION FORM

(This form must be returned to the Office of the Registrar, LA 103)

The Family Educational Rights and Privacy Act (FERPA) established certain rights for students regarding the privacy of their educational record. While parents/guardians/spouses/and others may have an interest in a student's records, they have no inherent right to inspect a student's records. **Thus access to or release of the educational record is only by written student consent.** Additional information may be found at www.ed.gov.

I, _____, request that Davis & Elkins College representatives communicate all requested information regarding my academic, financial, social, and disciplinary status to the individual(s) listed below. I understand that, in accordance with the Family Educational Rights and Privacy Act (FERPA), ***no grade or grade point average (GPA) information will be released by telephone.***

_____	_____	_____
Name	Relation	Phone Number
_____	_____	_____
Name	Relation	Phone Number
_____	_____	_____
Name	Relation	Phone Number

I understand that this authorization is valid for the entire duration of my enrollment at Davis & Elkins College. I understand that I may rescind this authorization at any time by sending written notice to the Registrar's Office at Davis & Elkins College.

Student Signature

Date

Student Identification Number

Anticipated Graduation Date

STUDENT SIGNATURE MUST BE NOTARIZED IF FORM IS NOT BEING SIGNED IN FRONT OF A DAVIS & ELKINS COLLEGE OFFICE OF THE REGISTRAR STAFF MEMBER
Date: _____
STATE OF _____
COUNTY OF _____
Sworn to and subscribed before me this
By _____
Type of Identification Provided: _____

Original: Office of the Registrar

Copy: Academic Advisor(s) _____
Student

Registrar Staff Member _____ Date _____