



Registrar's Office • 2 College Hill • Westminster, MD 21157
410-857-2755 • FAX 410-857-2752 • regoffice@mcdaniel.edu

Family Educational Rights and Privacy Act (FERPA) Authorization for Release of Student Information

Name: _____ Student ID#: _____

FERPA is a federal law that protects the privacy of student education records. Students may choose to complete and submit this form to the Registrar's Office allowing the release of education records to third parties. This authorization will remain in effect for the duration of the student's enrollment at McDaniel College. Any changes to this authorization must be submitted in writing to the Registrar's Office.

AUTHORIZED PERSON #1:

<i>I hereby authorize the release of my education records to the following individual:</i>	
Name: _____	
Address: _____	
Cell Phone: _____	Email: _____
Relationship to Student: _____	
<i>Education Records to be Released (please check which records you wish to release)</i>	
<input type="checkbox"/> Academic Records (enrollment status, registration, grades, GPA, academic progress) <input type="checkbox"/> Billing Information (charges, payments, balances, refunds, collection activity) <input type="checkbox"/> Financial Aid Information (eligibility, awards, disbursements, communications)	

AUTHORIZED PERSON #2:

<i>I hereby authorize the release of my education records to the following individual:</i>	
Name: _____	
Address: _____	
Cell Phone: _____	Email: _____
Relationship to Student: _____	
<i>Education Records to be Released (please check which records you wish to release)</i>	
<input type="checkbox"/> Academic Records (enrollment status, registration, grades, GPA, academic progress) <input type="checkbox"/> Billing Information (charges, payments, balances, refunds, collection activity) <input type="checkbox"/> Financial Aid Information (eligibility, awards, disbursements, communications)	

Student Signature: _____ Date: _____

**The student must return completed form to the Registrar's Office in person,
or scan/photograph and email to regoffice@mcdaniel.edu from the student's McDaniel email account**