STUDENT PERMISSION TO RELEASE ACADEMIC RECORDS

Under the terms of the Family Educational Rights and Privacy Act (FERPA), a student's educational record is, with certain exceptions, held confidential by Colorado State University. A student may grant permission for information to be provided to a third party by completing this consent form.

This release pertains ONLY to academically related education records, and may not be used for the purpose of releasing records related to employment, medical records, financial aid, student billing, tuition classification, disciplinary actions, or law enforcement. Any such requests must be directed to Student Employment Services, CSU Health Network, Student Financial Services, Conflict Resolution and Student Conduct Services, or Colorado State University Police as appropriate.

Requested by (Student):

(Last, First)

CSUID

Phone

Email

Please select one of the following:

☐ I grant permission to the ________________________ department at Colorado State University to release any available academic records that the university maintains (e.g., grades, academic standing, academic advising, etc.) for the academic year(s) (August to August) specified:

________________________________________________________.

OR

☐ I grant permission for release of the following specific academic information on a one-time basis only:

____________________________________________________________________

By signing this form I authorize the release of my academic records to the recipient named above via the address, phone, or email address provided; I understand I can revoke or amend my authorization at any time by completing a new form.

____________________________________________________     __________________________
Student Signature                                      Date