



STUDENT FERPA RELEASE OF EDUCATION RECORDS

Pursuant to the Family Education Rights and Privacy Act (“FERPA”), and exceptions thereof, Lindenwood University (“Lindenwood”) requires written authorization from students before disclosing all or part their student education records to a third party. Students wishing to grant permission to Lindenwood to disclose all or part of their education records to a third party must first complete this form.

1. Education record(s) information to be disclose (Check all that apply):

- All education records. Includes all records except records of campus police, treatment records, sole possession records, employment records, and alumni records.
- Specific education records (provide description): _____

2. Purpose of disclosure (provide description): _____

3. This disclosure authorization is effective (Select one box only):

- For this instance only
- Until I rescind this permission in writing
- Until this date: _____

4. Disclose Education Records to (Recipient):

Name of Individual and/or Organization/Entity	Address
Phone Number	

5. Student signature and authorization: By signing below I hereby authorize Lindenwood to disclose the specified information to the recipient listed above.

Student Name: _____ Student ID Number: _____

Student Signature: _____ Date: _____

Please return this completed form to the Office of the Registrar for processing. Information may only be disclosed after requests are reviewed and processed by the Registrar’s Office.

Date received by Registrar’s Office: _____