



Student Permission to Release Academic Records

Under the terms of the Federal 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, disciplinary actions, or law enforcement. Any such requests must be directed to Student Employment Services, Hartshorn Health Service, Student Financial Services, or Conflict Resolution and Student Conduct Services, as appropriate.

Requested by (student):

Release to (recipient):

Last Name (print) First Name

Last Name (print) First Name

CSU ID

Relationship to student

Address

City, State, Zip code

Purpose of Authorized Disclosure: _____

I grant permission to employees of Colorado State University to release to the recipient above (select one):

Any available academic records related to academic advising (e.g., grades, academic standing, etc.) that the University maintains

➡ Please indicate for what academic year (August to August) this applies: _____

- OR -

The following specific academic information (this request is valid on a one-time basis only): _____

By signing this form, I agree that:

- I voluntarily authorize the release of my academic records to the individual above
- I may revoke or amend my authorization at any time
- Any previous confidentiality requests on file with the university remain in effect

Student Signature

Date