



## STUDENT RELEASE OF RECORDS FERPA AUTHORIZATION FORM Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA) of 1974 establishes the rights of students with regard to educational records. FERPA makes provision for inspection, review and amendment of educational records by the student and requires, in most instances, prior consent from the student for disclosure of such records to third parties. The consent must be in writing, signed and dated by the student and must specify records to be released, reason for release, and the names of the parties to whom such records shall be released, FERPA applies to all persons formerly and currently enrolled at an educational institution. Access to educational records does not give permission to make changes to the student's record.

This authorization is valid until canceled. The student may cancel this release at any time by submitting another FERPA form to the Boca Beauty Academy Registrar's Office.

I \_\_\_\_\_ give permission to Boca Beauty Academy to release selected items below to the recipient listed for the purpose of \_\_\_\_\_

Initial on the lines below to indicate which records you wish to make available:

\_\_\_\_\_ **ALL RECORDS**

\_\_\_\_\_ **Admission** – Includes date of application, program selected, documents received, documents pending, date of admission, admission status and conditions of admission.

\_\_\_\_\_ **Registration** – Includes current enrollment, dates of enrollment activity, enrollment status, residency status, clock hours attended and mailing address information.

\_\_\_\_\_ **Academic Records** – Includes courses taken, grades received, GPA, academic progress, honors, transfer credit award and degrees awarded.

\_\_\_\_\_ **Financial Aid** – Includes all general financial aid information such as: tuition and fee balances, financial holds, mailing and billing address, payment plans, accounting statements, collections information and debt information.

**Please Indicate Applicable Relationship**

Parent, G = Guardian, S = Spouse, O = Other (please specify type)

<input type="checkbox"/> Release To	<input type="checkbox"/> Cancel	Full Name Print	Relationship
<input type="checkbox"/> Release To	<input type="checkbox"/> Cancel	Full Name Print	Relationship
<input type="checkbox"/> Release To	<input type="checkbox"/> Cancel	Full Name Print	Relationship
<input type="checkbox"/> Release To	<input type="checkbox"/> Cancel	Full Name Print	Relationship

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_