



## STUDENT CONSENT FOR RELEASE OF INFORMATION

The University of NorthWest's Policy, in compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), requires the written consent of the student authorizing the disclosure of academic information from his or her record. The authorization must include: the specific information to be released; the party or class of parties to whom the information is to be released; the purpose of the release; the date; and the student's signature. The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records.

Please note: **REQUESTS CANNOT BE PROCESSED WITHOUT THIS FORM.**

Please fill the form and return it to Registrar Office. Student must provide a copy of degree and transcript when submitting the form. Students are advised to keep a copy of this form with their records.

**Legal Name** \_\_\_\_\_ **Reg. No.** \_\_\_\_\_  
 (Last, First, Middle)

**Current Mailing Address**  
 \_\_\_\_\_

City \_\_\_\_\_ State / Country \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone Number \_\_\_\_\_ Email \_\_\_\_\_ Date \_\_\_\_\_

**TYPE OF RELEASE** (Check One):

- Online Verification System (VERSYS<sup>®</sup>) – <http://www.unw.ac/versys/>
- I wish to revoke the existing release of information.**
- Please Email my information **ONLY** to:

<b>(Third Party Information)</b>	
Name	
Email	
Fax	

**REQUIREMENTS** (Check All):

- Student Consent Form duly signed.
- Copy of Degree
- Copy of Transcript

**STUDENT SIGNATURE**

I understand that the information specified on this form is being released through Versys – Online Student Record Verification System or to a third party at my request, with the understanding that this party will not release it to any other parties. University of NorthWest is hereby released from all legal responsibility or liability for the release of the above-referenced information.

Student Signature / Date