

STUDENT RELEASE AND CONSENT FOR ACCESS TO EDUCATION RECORDS

Name of Student (Last, First, Middle): _____

Student ID Number: _____

The Family Educational Rights and Privacy Act of 1974, otherwise known as FERPA, is a Federal Law introduced to give students certain rights regarding the confidentiality of their educational records. FERPA establishes the rights of the parents and students of any school which receives federal educational funds. It requires that a written institutional policy complying with the act be established and that a statement of the adopted procedures be published. The University of Toledo's official publication is the "Confidentiality of Student Records" and is available for review in the University Policy website. FERPA gives colleges and universities the ability to release non-academic information, or "directory information", without the written consent of the student. Directory information includes:

- student name
- local address and local phone number
- college and major field of study
- full-time or part-time enrollment status
- class (freshman, sophomore, etc.)
- University E-mail address
- dates of attendance
- degrees, certificates, and awards received
- Student photograph (College of Medicine only)
- Graduate Medical Education placement (MD students only)

The University of Toledo will not release sensitive information to a third party without the written consent from the student such as student ID or Social Security number, grade point average, grades, courses taken, student's schedule.

Students may choose to complete and submit this form allowing the Program Director to release their education records (grades/GPA, registration, student ID number, academic progress, enrollment status, student ID or Social Security number grade point average, grades, courses taken, student's schedule and the like) to third parties for the purpose of allowing the Program Director and/or faculty members in the Legal Specialties Division-Paralegal Studies Program to answer questions and give recommendations for purposes of employment or admission to an educational institution. Please note that while this form authorizes the Program Director/faculty to release education records to third parties, it does not obligate the Program Director/faculty to do so. The Program Director/faculty reserve the right to review and respond to requests for release of education records on a case-by-case basis.

I understand that (1) I have the right not to consent to the release of my education records, (2) I have the right to inspect any written records released pursuant to this consent, and (3) I have the right to revoke this consent at any time by delivering a written revocation to the Program Director.

Student's Signature _____

Date: _____