FERPA (Family Educational Rights and Privacy Act) RELEASE FORM

Colby-Sawyer College releases information to students related to their educational records including, but not limited to: grades earned and letters of academic status such as dean’s list, academic probation, suspension, and dismissal. Students are encouraged to share their grade information with their parents or guardians.

Annually, the registrar’s office will provide all students with a FERPA Release Form asking them to specify their status as dependent or independent (as defined for Internal Revenue Service purposes) and to designate correct names and addresses for parents or guardians to whom information may be sent regarding educational records.

Student Information: (please print)
Name: _____________________________________________________________________________________________

As defined for Internal Revenue Service purposes, I am: □ a dependent student    □ an independent student

Parents’ or Guardians’ Information: (Please print and list each individual separately)
Name: _____________________________________________________________________________________________
Relationship: ________________________________________________________________________________________

Name: _____________________________________________________________________________________________
Relationship: ________________________________________________________________________________________

Dependent students who attain dean’s list or are in academic jeopardy, will have copies of grades and/or letters concerning academic status sent to their designated parents or guardians.

Independent students who attain dean’s list or are in academic jeopardy and who want their educational records released to parents or guardians, authorize release by listing parental/guardian information above.

By signing this form, you acknowledge that Colby-Sawyer College may provide to your parents or guardians information related to your educational records.

Student Signature: __________________________________________ Date: __________________________

Please submit to: Office of the Registrar, Colby-Sawyer College, 541 Main Street, New London, NH 03257 rev. 07-06