FERPA Release of Information Form

The Family and Educational Rights and Privacy Act (FERPA) mandates all postsecondary institutions recognize the spirit of the law protecting the privacy of all students 18 years or older attending institutes of higher education. Students, if they desire, may permit access to personally identifiable information by completing this release which will be housed in various departments at Brenau University. Only those parties identified by the student will have private information released to them.

Personal Information

Name: _____ Student ID #: _____
(Last, First Middle)

Home Address: _____ _____Home Phone: _____
(Street City State Zip)

Email Address: _____ _____ Cell Phone: _____

Authorization to Release Information

I authorize the release of information to the following individuals. They must identify themselves by use of the password shown below.

Student Signature: _____ Date: _____

Contact Number 1: _____
(Last, First Middle)

Relationship to Student: _____ *Identifying Password: _____

Contact Number 2: _____
(Last, First Middle)

Relationship to Student: _____ *Identifying Password: _____

*Password should be one word, no numbers or symbols. University employees will request the password when above named individuals call, write, or email for information. If the password cannot be given, no information will be released.