



20\_\_ - 20\_\_  
FERPA Release Form  
Records Department

The Family Educational Rights and Privacy Act of 1974 (FERPA) protects the privacy of student records by requiring prior written consent before disclosing personally identifiable information to a third party. It applies to colleges and universities that receive funding from the federal government.

Records created by the offices of Financial Aid and Records are considered to be education records and may not be disclosed without the student's prior written consent.

By signing this form, you are giving permission to allow the offices of Financial Aid and Records to disclose personally identifiable information to the person(s) listed. This authorization is valid until canceled. You may cancel this release at any time by submitting another FERPA form to the Records Office.

**PHOTO ID IS REQUIRED WITH THIS FORM.** Please print clearly:

EWU ID# Birth Date Phone#

First Name Last Name MI

Address City State Zip Code

I give permission for East-West University to release selected items below to the recipient(s) listed upon request:

**ALL RECORDS**

- Registration** – Includes current enrollment, dates of enrollment activity, enrollment status, residency status, quarters attended and mailing address information.
- Academic Records** – Includes courses taken, grades received, GPA, academic progress, honors, transfer credit and degrees awarded.
- Financial Aid** – Includes all general financial aid information.

**PERSONS TO WHOM INFORMATION MAY BE RELEASED:**

(P=Parent, G=Guardian, S=Spouse, O=Other)

Release To \_\_\_\_\_ Relationship (Circle One): P G S O  
Name

Release To \_\_\_\_\_ Relationship (Circle One): P G S O  
Name

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

**SUBMIT THIS FORM TO THE EWU RECORDS OFFICE**