



# Authorization to Release Information

The Family Educational Rights and Privacy Act (FERPA) protects the privacy of student education records. Oakland Community College cannot release any personally identifiable information contained in a student's educational records without the prior written consent of the student. Spouses, relatives and parents are included in those restricted from free access to student information. (The law does grant certain privileges to parents of dependent children.) Students may grant a third-party access to selected personal information when said party is acting as an agent of that student as may be variously defined from time to time. The agent(s) identified below will be granted limited and restricted access guided by the discretion of the appropriate College Officer. Oakland Community College does not abrogate any of its rights, under this procedure, which permit denial of access to information deemed not appropriate in the instant circumstance.

I, (FULL NAME) \_\_\_\_\_ authorize Oakland Community College to release information regarding my student account in whole or in part to the following individual(s).

|    | FULL NAME (FIRST, MI, LAST)                      | RELATIONSHIP TO STUDENT | DRIVER'S LICENSE # | LAST FOUR DIGITS OF SOCIAL SECURITY NUMBER (FINANCIAL ASSISTANCE ONLY) | BIRTHDAY |
|----|--|-------------------------|--------------------|--|----------|
| 1. | Oakland ACE Program<br>Director, Oakland Schools |                         |                    |  |          |
| 2. |  |                         |                    |  |          |
| 3. |  |                         |                    |  |          |

Student Signature

Student ID Number

Date

- If you no longer wish for the listed individual(s) to act as your personal representative, you must notify the College in writing.
- Financial Assistance Students: You (with picture ID) must complete this form in the presence of the Office of Financial Assistance and Scholarships if you wish to provide the above-named individual(s) access to your financial assistance information.

FOR OFFICE USE ONLY