



4975 Highway 51 North | Senatobia, MS 38668

## Waiver of Rights to Privacy of Records (FERPA)

In order to assist me with my educational goals, I hereby authorize Northwest Mississippi Community College to release my personally identifiable college records to:

1. _____ (Name)	2. _____ (Name)	3. _____ (Name)
_____ (City, State, Zip)	_____ (City, State, Zip)	_____ (City, State, Zip)
_____ (Relationship to Student)	_____ (Relationship to Student)	_____ (Relationship to Student)

**I authorize this release:**

- Academic Records (attendance, grades/GPA)
- Student Services Records (conduct/disciplinary, housing, Title IX)
- Financial Information (awards, disbursements, eligibility, financial aid academic progress status, charges, payments, past due amounts, collection activity)
- Counseling Services governed by HIPAA (Health Insurance Privacy and Accountability Act)
- Disability Services

I understand that by signing this authorization, I am waiving my rights of nondisclosure of these educational records under federal law only to the person(s) specifically listed above. This release does not permit the disclosure of these records to any other persons or entities without my written consent. I understand this release authorization remains in effect as long as I am a student at Northwest Mississippi Community College or until I revoke this authorization in writing.

**4 digit Passcode\* (used when an authorized user requests information):** \_\_\_\_\_

**\*\*Passcode cannot be DOB or SSN.\*\***

Student's Name: \_\_\_\_\_  
(Last) (First) (Middle)

ID Number: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

NWCC Administrator		Campus/Office		Date	Student Initials Copy Received
Senatobia A&R Received Date	Input Date & Initials	Scanned Date	NOTES		

**Affirmative Action**  
Northwest Mississippi Community College does not discriminate on the basis of race, color, national origin, sex, disability, religion, gender identity, age, or status as a veteran or disabled veteran in its programs and activities as required by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Title II of the Age Discrimination Act, Title VII of the Civil Rights Act of 1964 and other applicable statutes and College policies. Northwest Mississippi Community College prohibits sexual harassment and all forms of sexual violence, regardless of sex, gender identity or sexual orientation. Inquiries regarding the Americans with Disabilities Act, the Rehabilitation Act, and related statutes and regulations should be directed to: Mrs. Missy Kelsay, Disability Support Services Coordinator, Tate Hall, P.O. Box 5555, 4975 Highway 51 North, Senatobia, MS 38668, telephone number 662-562-3309, email address [mkelsay@northwestms.edu](mailto:mkelsay@northwestms.edu). Compliance with Title II of the Age Discrimination Act is coordinated by Mr. Jeff Horton, Vice President for Finance, James P. McCormick Administration Building, P.O. Box 7017, 4975 Highway 51 North, Senatobia, MS 38668, telephone number 662-562-3216, email address [jhorton@northwestms.edu](mailto:jhorton@northwestms.edu).

The overall campus coordinator for purposes of Title IX compliance, who is responsible for all inquiries regarding non-discrimination policies, is Mr. Dan Smith, Vice President for Student Services and Chief of Staff, Tate Hall, P.O. Box 7010, 4975 Highway 51 North, Senatobia, MS 38668, telephone number 662-562-3997, email address [dsmith@northwestms.edu](mailto:dsmith@northwestms.edu).