## WHEELING UNIVERSITY

## Office of the Registrar

## FERPA Release of Information Authorization Form

In accordance with the Family Educational Rights and Privacy Act (FERPA) of 1974, Wheeling University must obtain written consent from a student before releasing non-directory student information of a student's educational record to a third party. Such written consent must be signed and dated by the student, specify the records to be released, and identify the party or class of parties to which the release may be made. Students who have submitted a **Request to Prevent Disclosure of Directory of Information** are unable to consent to release of non-directory educational records. (As stated on the referenced form, the non-disclosure request will remain in effect until the Office of the Registrar receives a written request to remove the non-disclosure status.)

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## (Student Name—please print legibly)

Cardinal ID

I hereby give my written consent to Wheeling University to disclose, make accessible, and furnish the following information upon request.

- **Academic Information** (transcript, credit hours enrolled/earned, grades/GPA, class schedule, academic progress, enrollment status, etc.)
- **Financial Aid Information** (awards, application data, disbursements, eligibility, financial aid academic progress status, etc.)
- Loan Information (University-maintained loan disbursements, billing and repayment history, etc.)
- \_\_\_\_\_ Student Account Information (billing statements, charges, credits, payments, past due amounts, financial hold, etc.)
- \_\_\_\_\_ All Records Listed Above
- \_\_\_\_ Other (please specify)

Name of Person(s) to whom educational records may be released:

Name

Relationship

Name

Relationship

I understand that I have the right to not to consent to the release of my education records and to revoke this consent at any time by providing a written revocation to the Office of the Registrar. I also understand, pursuant to the *Permissible Disclosures without Consent* noted in *Wheeling University's Annual Notification of Rights under FERPA*, that I cannot withhold disclosure to my parent(s) if I am a dependent for IRS tax purposes.