



STUDENT INFORMATION RELEASE AUTHORIZATION

In compliance with the federal Family Educational Rights and Privacy Act of 1974 (FERPA), WTTI is generally prohibited from providing certain information from your student records to a third party, such as information on grades, invoices, financial aid (including scholarships, grants, or loan amounts) and other student record information. This restriction applies, but is not limited to, your parents (under certain circumstances), your spouse, or a sponsor. FERPA and WTTI, do however provide for situations in which WTTI, at its discretion, disclose information without a student's consent. For example, WTTI may disclose education records to a parent without the consent of the student if the student is listed as a financial dependent on the parent's federal tax submission (financial aid applicants) when such disclosure is merited.

You may choose to grant WTTI the right to disclose education records to certain individuals in accordance with FERPA and WTTI policy by filling out and signing this consent form. Note that this form does not pertain to Medical inquiries. Any disclosure of such information is covered by different processes.

You have the right to revoke the permissions granted here at any time by submitting your written revocation to the office maintaining this consent form. Such revocation will not affect disclosures made by WTTI relying on your consent prior to receipt of such notice of revocation.

Please print all information below

Student Name (First, Middle Initial, Last)

Student Date of Birth

Name of Third Party Designee (First, Middle Initial, Last)

Relationship to Student

Address (Street, City, State, Zip Code)

Phone Number

Email Address

Name of Third Party Designee (First, Middle Initial, Last)

Relationship to Student

Address (Street, City, State, Zip Code)

Phone Number

Email Address

Information to be Released (check all that apply):

- ☐ Records maintained by the Student Records Office, including academic history, transcripts, Grades / GPA, registration, student ID, academic progress status, and/or enrollment information
- ☐ Financial Aid Information (FAFSA, Aid Status, Awards, Eligibility, Verification, Disbursement/Refunds, Satisfactory Academic Progress, Appeals)
- ☐ Veterans Education Benefits (Academic Status, Collection of Documentation)
- ☐ Billing statements, charges, credits, payments, past due amount, and/or collection activity
- ☐ Course attendance, examination grades, and/or classroom behavior
- ☐ Others (please list specific records): _____

By signing this form, I am authorizing WTTI to release the information specified to the person(s) listed above, I acknowledge that unless specified this authorization has no expiration date, however can be modified at any time by submitting a written request.

Student Signature

Date