

REVOCACTION OF CONSENT TO RELEASE INFORMATION

The Family Educational Rights and Privacy Act (FERPA) protects student confidentiality by placing certain restrictions on the disclosure of information contained in a student's education records. You previously completed a form agreeing that college personnel may provide information from your education records to specified individuals, and now wish to revoke that permission.

Student Name: _____

ID / SSN#: _____

REVOCTION OF CONSENT AND AUTHORIZATION

I, the above named student or former student, hereby revoke my consent and authorization to release my education records.

Student Signature: _____

Date: _____

Please note:

Among other exceptions, FERPA permits disclosure without consent to College officials with legitimate educational interests. Ursuline College officials are persons employed in an administrative, faculty, or support staff position (including security personnel and health staff); persons or companies with whom the College contracted; e.g., an attorney, auditor, or collection agent; persons serving on the Board of Trustees; or students serving on an official committee, such as the academic appeals or judicial boards, or assisting other college officials in doing their duties. College officials have legitimate educational interests if they need to review the education records to fulfill their professional duties. In addition, upon request, Ursuline College discloses education records without consent to officials at other colleges or universities in which a student seeks to enroll.

PLEASE RETURN THIS COMPLETED FORM TO THE REGISTRAR'S OFFICE (MULLEN 203)

Office of the Registrar
