

Family Education Rights and Privacy Act (FERPA)

Any student 18 years of age or older has the right to privacy of educational records. This includes grade reports, financial aid information, student account information, academic progress reports, etc. This right to privacy includes the right to withhold this information to parents or guardians. In addition, federal law requires the College to protect this privacy for each student. Students can choose to waive this right by signing a release allowing identified individuals access to their educational records. Please list below who you would like to have access to your educational records or progress (parent(s), spouse, etc). **We will not disclose information to anyone who is not authorized to view your records. Access to educational records will be allowed until such time as the student rescinds access in writing.**

Please note, FERPA rights do not cover information printed in the Campus Directory (name, address, phone & major). Students need to request a privacy hold through the Registrar's Office if they would like to keep this information confidential.

<u>Name(s)</u>	<u>Relationship to student</u>
_____	_____
_____	_____
_____	_____

Student's Signature: _____ Date: _____

Student ID: _____

**This form must be submitted to the Dean of Students' Office, Tower 2145
The College of St. Scholastica • 1200 Kenwood Avenue • Duluth MN 55811**