



## FERPA Privacy Waiver

Per the Family Educational Rights and Privacy Act (FERPA), 20 USC § 1232g, students have the right to privacy with regard to their educational records. These records include, but are not limited to, records maintained by the Office of Student Conduct and the Office of Academic Integrity. A new form must be completed for each individual case using the case number on your prehearing/hearing notification letter. Only with a signed release are these records available to individuals other than the student, or as allowed by amendments to FERPA. If you wish to have an additional person in your prehearing meeting or formal hearing with you, this form must be completed first. If you wish for our office to forward a copy of your records to a third party (another college, an employer, etc), you must complete this form.

I understand: (1) I have the right not to consent to the release of my student records and information, (2) the information may be released orally or in written form, and (3) that I may revoke this consent at any time. This release overrides all FERPA directory information suppression I have previously set up in my student record for the third party designee.

### Student Information

**First Name:** \*                      **Last Name:** \*                      **Mason Email:** \*                      **Mason G Number:** \*

### Name of Person(s) or Organization To Release Record To:

Person/Organization Name (required)	Relationship (required)	Email OR Phone Number (required)
Person/Organization Name	Relationship	Email OR Phone Number
Person/Organization Name	Relationship	Email OR Phone Number
Person/Organization Name	Relationship	Email OR Phone Number

### Purpose of Release-select which reason you are submitting this form. (required)

If you Select Third Party Release, please attach a Word or PDF file with the names and addresses of the institutions/individuals you want the information sent to in the email you use to send this document to us.

If you selected Honor Code Case Review or Student Conduct Case Review, enter your case number from the notice letter you received via email. If you have multiple cases, please list each case number, separated by commas, in the space provided.

### Duration of Release (required)

Signature

Date: \_\_\_\_\_