



WILLAMETTE
THE FIRST UNIVERSITY IN THE WEST

The Family Educational Rights and Privacy Act of 1974 (FERPA) was designated to protect the privacy of educational records, to establish the rights of students to inspect and review the educational records, and to provide guidelines for the correction of inaccurate or misleading data. In order for the Registrar's Office to honor a verbal or written request for information by anyone other than the individual student for non-directory information*, a signed authorization must be on file.

AUTHORIZATION TO DISCLOSE ACADEMIC INFORMATION TO PARENTS

Name of Student: _____ ID: _____
(Please Print)

I, the undersigned, hereby authorize Willamette University to release educational information to:

NAME

RELATIONSHIP TO STUDENT

I understand that this pertains to information regarding ALL of the following: course schedules, grades, and academic status.

I understand that this authorization will remain in effect for one year from the date on which this is signed.

I also understand that it will be necessary to send a written request to revoke this authorization prior to the end of the one year authorization period.

Student's Signature

Date

* Directory information is defined as the following: name, address, telephone number, email address, current enrollment status, dates of attendance, degrees conferred and dates, major field of study, sports participation history, height, weight of athletes, photographs, honors and awards, previous institutions attended, date and place of birth. Directory information may be released for any purpose at the discretion of school officials unless notified in writing by a student requesting that the information be withheld.