

# Student Information Release

Date: \_\_\_\_\_ Student ID or SSN: \_\_\_\_\_

Student's Full Legal Name (please print): \_\_\_\_\_

I want my education record information **released to the people listed in the chart below** by Academic Records, Student Financial Services, Business Office, Enrollment Services and Student Life.

**WHAT ARE EDUCATION RECORDS?** – Under FERPA, education records are defined as records that are directly related to a student and are maintained by an education agency or institution or by a party acting for the agency or institution. Education records can exist in any medium, including: typed, computer generated, videotape, audiotape, film, microfilm, microfiche and email, among others.

Name of person/organization	Relationship to Student

I give permission for Oklahoma Wesleyan University to release the specified information to the person(s) and/or organization(s) listed above.

\_\_\_\_\_  
*Student Signature*

\_\_\_\_\_  
*Date*

**Note:** The Family Educational Rights and Privacy Act of 1974, as amended (also know as the Buckley Amendment), is a federal law regarding the privacy of **student records** and the obligations of the institution, primarily in the areas of release of the records and the access provided to these records. Any educational institution that receives funds under any program administered by the U.S. Secretary of Education is bound by FERPA requirements. Institutions that fail to comply with FERPA may have funds administered by the Secretary of Education withheld.