



# STUDENT INFORMATION RELEASE FORM

I, \_\_\_\_\_, hereby authorize the **Office of International Programs**  
(Student Name – please print) (Name of office or entity that is custodian of record)

to disclose, make accessible, and furnish the following information:

- Official Transcript (Registrar)
- Current Term Grades Only - Includes Overall GPA (Registrar)
- Contents of Registrar's Office File (Registrar)
- Overall and term GPAs (Registrar)
- Attendance Information as Observed by \_\_\_\_\_ (faculty member)
- Academic Performance as Observed by \_\_\_\_\_ (faculty member)
- Advising Information Held by \_\_\_\_\_ (advisor name)
- Financial Aid record(s) (Financial Aid)
- Judicial Affairs File(s) of the School (Student Affairs)
- Student Accounts Information (Student Receivables)
- Departmental File(s) \_\_\_\_\_ (name of department)
- Residence Life File(s) (Student Affairs)
- Reference letters
- Application to education abroad at \_\_\_\_\_
- Visa application and supporting documentation to appropriate consulate
- Other: - Description \_\_\_\_\_

TO: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Name & address of person or entity to whom records are to be released)

These records will be used for the sole purpose of: **Completing my education abroad application and visa.**

This release shall be effective until \_\_\_\_\_ unless revoked by me in writing.  
(Date)

Additionally, The Office of International Programs may release my email address for the purpose of the Education Abroad Program to students who have or will participate in the Education Abroad Program. Specifically including:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Student ID Number – print clearly) (Student Signature) (Date)

**THIS INFORMATION IS RELEASED SUBJECT TO THE CONFIDENTIALITY PROVISIONS OF APPROPRIATE STATE AND FEDERAL LAWS AND REGULATIONS WHICH PROHIBIT ANY FURTHER DISCLOSURE OF THIS INFORMATION WITHOUT THE SPECIFIC WRITTEN CONSENT OF THE PERSON TO WHOM IT PERTAINS, OR AS OTHERWISE PERMITTED BY SUCH REGULATION**

