



Consent to Release Student Information (FERPA Form)

The **Family Educational Rights and Privacy Act (FERPA)** is a federal law that prevents Mason from releasing certain information from a student's record without his/her consent. Student records may include admission, registration, academic, financial aid and student account information. Students may give permission to release FERPA protected student information by completing and signing this Consent to Release Student Information form. Students may submit this form to the Registrar in-person with a photo ID or via their Mason email account to regsitesite@gmu.edu. Students may also submit this form to the Mason official who has access to the information the student wants to share (e.g., their academic advisor).

Student Information

Full Legal Name

G Number

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.

Information to be Released

ACADEMIC AFFAIRS AND ADMISSIONS:

Check all that apply

- Academic (e.g., grades/GPA, registration, academic progress/status, enrollment information, demographics)
- Academic Advising (e.g., conversations with departmental faculty, staff and advising sessions)
- Admission (e.g., records maintained by the Office of Admissions)
- Only the records indicated: _____

FINANCIAL AID AND/OR STUDENT ACCOUNTS:

Check all that apply:

- Financial Aid (e.g., awards, disbursements, applications, eligibility)
- Student Accounts (e.g., billing statements, charges, credits, payments, holds, past due amounts, collections)

Duration of Release:

- One-Time
- Semester: Fall Summer Spring ____ Year

For Financial Aid and Student Accounts, this release is active until the student provides written revocation.

Passcode

Students must designate a non-sequential 4 digit passcode (i.e., not 1234) for each third party. The third party will need to provide the passcode in order to receive information over the phone. Passcode: _____

Third Party Designee

Name

Relationship (Parents, Spouse, Employer, etc.)

Street Address

City

State

Zip Code

Email

Phone Number

Purpose of Release

- Family Communication
- Employment
- Other: _____

Student Signature

Date

REVOKE AUTHORIZATION: By signing below, I hereby revoke any prior authorization for George Mason University to disclose my student records and information with the individuals listed above, effective immediately.

Student Signature

Date

Student ID Verified By: