



# STUDENT LIFE OFFICE INFORMATION RELEASE FORM



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Student Name on Record

Student ID #

Date of Birth

	@student.mtsac.edu
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Telephone #

Mt. SAC Student Email Address

The Family Educational Rights and Privacy Act of 1974 (FERPA), is a complex Federal law addressing the privacy of students' educational records. Under FERPA, a Mt. San Antonio College student record is defined as any item of information directly related to an identifiable student, other than directory information. A request to release student records to a Third Party requires the student's written consent. This form allows you to authorize the Student Life Office at Mt. San Antonio College to discuss all details regarding your Student Life record(s) to the person(s) you designate.

### **STUDENT INFORMATION RELEASE & SIGNATURE**

*I authorize the Student Life Office at Mt. San Antonio College to discuss the type of record(s) to the person(s) I have indicated below:*

Grievance. Please specify any exceptions: \_\_\_\_\_

Student Conduct. Please specify any exceptions: \_\_\_\_\_

Person(s) Full Name	Relationship to you	ID Number
1)		
2)		

I understand that this release is only valid for  current semester,  1 year to date or  permanent until removed, and that I can revoke any portion of this authorization at any time by providing an updated/written statement to [studentlife@mtsac.edu](mailto:studentlife@mtsac.edu).

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Student Signature

Date

**Please submit this document [studentlife@mtsac.edu](mailto:studentlife@mtsac.edu) via your Mt. SAC student email address.**

**\*This form must be submitted by the student. Another person cannot submit it on the student's behalf.**