



## CONSENT TO RELEASE OF EDUCATION RECORDS

In compliance with the Family Education Rights and Privacy Act of 1974 (FERPA), which is a federal law that protects the privacy of student education records, Newbury College cannot release information pertaining to a student's record without prior written consent of the student or upon lawful subpoena or other court order.

### Student Information - Please Print Clearly

Name: \_\_\_\_\_ NC ID or SSN: \_\_\_\_\_  
First Name Middle Initial Last Name  
Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Street Address City State Zip

### Release Information to - Please Print Clearly (You can list up to 2 names)

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
First Name Middle Initial Last Name  
Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Street Address City State Zip  
E-Mail Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
First Name Middle Initial Last Name  
Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Street Address City State Zip  
E-Mail Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

### Please Release the Following Records - Check all that apply

- Grades/Transcript/Academic Standing\*     Class Schedule for Current Term     Cumulative Credit Hours  
 Payment Information/History     Financial Aid     Address/Phone  
 Other (Please list): \_\_\_\_\_

\*Note: We will automatically send any mid term warning (if applicable), letters of academic warning/probation/suspension (if applicable) and all end of semester grade reports to those designated above.

I understand that the above information is considered private under the Federal FERPA guidelines. By completing and signing this form, I realize that this information will be released *ONLY* to the part(ies) indicated above. I have the right to inspect any records released pursuant to this Consent.

This release will remain in effect until revoked in writing by the student to the Registrar's office.  
Note: The individual(s) named on this form will be notified of this action.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

