



Students must provide a government issued picture ID with this form.
If mailed or faxed, an enlarged copy of the student's official ID with a signature is required.

Last, First (PRINT CLEARLY)

Student ID Number or Social Security Number

Mailing Address

Phone

City, State, Zip

Email

This authorization is valid for three years from the date signed. The student may cancel this release at any time by submitting another form or a written notice to the Office of the Registrar and Academic Records.

Under Federal legislation, namely the Family Educational Rights and Privacy Act of 1974 (FERPA), I understand that my education records cannot be released without my written permission or a Personal Affidavit of Dependency certified by my parent or guardian. I therefore, give permission for Salt Lake Community College to release selected items below.

AUTHORIZATION TO RELEASE EDUCATION INFORMATION

- ALL RECORDS (Includes all records below)
Admission- Includes date of application, program selected, documents received, documents pending, date of admission, admission status and conditions of admission.
Registration - Includes current enrollment, dates of enrollment activity, enrollment status, residency status, semesters attended and mailing address information.
Academic Records - Includes transcripts, courses taken, grades received, GPA, academic progress, honors, transfer credit award and degrees awarded.
Other (as specified):

PLEASE PRINT CLEARLY

Check One: Release to: Relationship to Student:
Release to Cancel
First and Last Name (PRINT CLEARLY) E.g. Parent, Spouse, Partner, Other (PRINT CLEARLY)

*Note: This form is only for in-person requests. The person requesting for access to student records must be listed above and must present a government issued ID to the Office of the Registrar and Academic Records when requesting for access to any of the above listed items.

AUTHORIZATION

Student Signature Date

FOR OFFICE USE ONLY:

- Checklist Items
Form is complete with appropriate signatures
Document is completed/signed by ORAR employee
Student government ID submitted/scanned into Nolij
Information entered in SPACMNT/scanned into Nolij

Verified By (Print Name): Initials: Date: