



Student Information Release (FERPA) Authorization Form

BACKGROUND:

The Federal Education Rights and Privacy Act (FERPA) is a federal law that protects the right to privacy and confidentiality of a student's educational records. In compliance with FERPA, the Office of Student Financial Aid is unable to disclose financial aid information to anyone other than the student without a signed release form.

Exception: Financial aid information will be provided to offices or persons within the college who assist with the administration of the financial aid programs, as well as to organizations and government entities that require the information to award financial assistance or that require reports or other data to be submitted in order to remain in compliance with federal and state regulations.

SECTION A: STUDENT INFORMATION

Student Name:		MC ID#:
Street Address:		
City:	State:	Zip Code:
Preferred Phone #:	Alternate Phone #:	

SECTION B: AUTHORIZATION

This authorization is valid only for the **CURRENT ACADEMIC YEAR** 20/ - 20/.

I authorize the Financial Aid Office to discuss my financial aid and/or release financial aid information to the following individual(s).

I have the right to revoke this authorization at any time by notifying the Office of Student Financial Aid in writing that I wish to cancel it.

SECTION C: AUTHORIZED INDIVIDUAL(S)

Name:	Relationship to Student:
Name:	Relationship to Student:

SECTION D: STUDENT SIGNATURE

Student Signature **(must be signed in ink)** _____

_____ Date

This form must be presented and signed *in person* by the **student** at the Office of Student Financial Aid.

Montgomery College Office of Student Financial Aid

Germantown Rockville Takoma Park/Silver Spring
Phone: (240) 567-5100

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