

Consent to Disclose

The Buckley Amendment Family Educational Rights and Privacy Act

The Family Education Rights and Privacy Act (FERPA), as amended, is a federal law which influences record keeping in most colleges and universities. Popularly known as the "Buckley Amendment," the law requires that the education records of students in the college and universities receiving Department of Education funds directly through federal financial aid remain confidential. The Buckley Amendment allows others to access a student's educational records only if the student consents.

I hereby authorize Charter Oak State College (or their designees) to release upon request by me (the student) or the party listed below, the selected educational records. I understand that these people must identify themselves to the college by use of the unique password which I have given them and that I am responsible for keeping secure. (Each person granted authorization must have a unique password of their own.)

PERSON #1

Name:	Relationship:
Records to Release: <input type="checkbox"/> Academic <input type="checkbox"/> Disciplinary <input type="checkbox"/> Financial	Unique Password:

PERSON #2

Name:	Relationship:
Records to Release: <input type="checkbox"/> Academic <input type="checkbox"/> Disciplinary <input type="checkbox"/> Financial	Unique Password:

I understand that this consent form will remain in effect from the date indicated until: 1) The Registrar's Office receives written authorization from me (the student) to rescind it or 2) I am no longer matriculated at the college. If I withdraw and later reapply for admission, I understand that this form will have to be completed again. At no point was I (the student), coerced into signing this form by another party.

All students must verify their signature by submitting a copy of one of the following with this form: Passport, State ID, Driver's License, or Military ID.

Name of Student (please print)

ID#

Date

Student Signature (please see verification requirement above)

Date

PLEASE NOTE: This document, when completed by the student, authorizes, but does not require the College to disclose personally identifiable information pertaining to the student that is maintained in the College records. The College reserves its right under federal law to decline to disclose such information, when in the exercise of the College's judgment; it determines it is appropriate not to disclose such information.