



## Family Educational Rights and Privacy Act (FERPA) Permission to Discuss Academic Progress

The Family Educational Rights and Privacy Act (FERPA) is a federal law enacted in 1974 that protects the confidentiality of a student's educational record. The right to the educational record passes to the student upon enrollment in college regardless of the student's age. For the College to release protected information, the student must consent to the release in writing unless such release falls within specific legal exceptions under FERPA. For more information, please refer to the College Catalog or contact the Office of Records & Registration.

I, \_\_\_\_\_ (student), give permission to  
\_\_\_\_\_ (school official/instructor) to release information from  
FERPA protected documents/information as part of the process related to discussion  
of my academic progress, in \_\_\_\_\_ (course) with  
\_\_\_\_\_ (third party) for the \_\_\_\_\_  
term. This permission does not extend beyond my progress in the above named  
course, academic term, or the third party named above.

I understand that I may revoke this permission at any time by indicating so to the  
Office of Records & Registration and the above named school official.

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Student ID (V#)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Please Note:** Imaged copies of this document may be provided by the student from his/her officially issued student email account. Otherwise, imaged submission of this document must be accompanied by additional identification, such as a driver's license or student ID, which can be used for identity verification of the above student.

**School Official:** Please return this form to the Office of Records & Registration for the student's file and retain a copy for your records. Scanned copies may be emailed to [records@volstate.edu](mailto:records@volstate.edu).