



Authorization to Release Education Record Information to Parents/Guardians/Spouses

In signing this form, you grant Monroe Community College permission for the third party named below to have access to information in your education records (i.e., grades, billing, schedule, and other non-directory information). This form will be valid until graduation from Monroe Community College or submission of a written request revoking access. If only one parent should be granted permission to information in your education records, give only the name of the one to whom permission is granted.

The completion of this form is mandatory in order for Monroe Community College to be in compliance with FERPA* laws. Any information in education records will not be released to any third party (i.e. parents, guardians, spouses) unless this form has been signed and submitted to the Financial Aid Office.

I hereby authorize Monroe Community College to release information in my education records (i.e., grades, billing, schedule, and other non-directory information) to:

Name (s) _____

Relationship to Student _____

Banner Student ID M00 _____

Student Name (please print) _____

Student Signature _____ Date: _____

**Please return this entire form In Person to the
Financial Aid Office.**

1000 E. Henrietta Road, Rochester NY 14623

* The Family Educational Rights and Privacy Act of 1974 is a federal law that protects the privacy of education records, to establish the right of students to inspect and review their education records, and to provide guidelines for the correction of inaccurate and misleading data through informal and formal hearings. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.