Southwestern College  **Financial Aid Office**

2017-2018 Consent to Release Information Form

Last Name **First Name** **MI** **SWC ID Number**

The Family Educational Rights and Privacy Act (FERPA) is federal legislation that requires student confidentiality. FERPA requires that student personal information, such as social security numbers, birthdates, financial and academic records may not be disclosed to anyone other than the student without the student's expressed written permission. This permission is required of **all** students, even if the student is under the age of 18. To ensure compliance with FERPA, all inquiries for specific financial aid information require identification by the student and any other individual wishing to obtain access. **This form *must* be submitted by the student to ensure proper identity, and must be renewed *every* academic year.**

A. Consent to Release

□ I, (please print student name) _____, do hereby consent to have information regarding my records in the Southwestern College Financial Aid Office for the 2017-2018 academic year discussed with and/or released to:

Name (Please print)	CA Driver's License or ID #	Relationship to Student	Specific information to be released or shared	Email Address

B. Request to Rescind

□ I, (please print student name) _____, do hereby request that my previous Consent to Release Information Form be rescinded and that person(s) previously listed no longer have information regarding my records in the Southwestern College Financial Aid Office for the 2017-2018 academic year.

C. Release to Student

□ I, (please print student name) _____, do hereby request that the previously submitted document(s) to the Southwestern College Financial Aid Office listed below be released to me.

Name of Document

D. Certification

Signing this form certifies that the information reported is complete and correct and that any false statement or failure to provide proof when asked may be cause for delay, denial, reduction or withdrawal of financial aid. **Warning: purposely giving false and/or misleading information may be cause for a fine, sentence to jail or both.**

_____

Student Signature Date

For Release to Student only: Picture ID □ Driver's Lic □ Other _____

Received by (Print Staff Name) _____

FA Administrator Signature _____

Date _____

Submit this form to the Southwestern College Financial Aid Office or to any of the Student Services Departments at any of the Higher Education Centers. You should make a photocopy of this form for your records.