

2020-2021 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 2020-2021 academic year discussed with and/or released to:

Table with 4 columns: Name (Please print), Relationship to Student, information to be released, Fax Number or 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I, (please print student name) \_\_\_\_\_, do hereby request that my previous Consent to Release Information Form be rescinded and that person(s) previously listed no longer have information regarding my records in the Southwestern College Financial Aid Office for the 2020-2021 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.

Table with 1 column: 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.