

Family Educational Rights and Privacy Act (FERPA) Release Form

Student Name

Student ID Number

The Family Education Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. In general, universities must have written permission from the student in order to release non-directory academic records of the student. FERPA does allow schools to disclose records without consent to certain parties under certain conditions. Please refer to our full FERPA Policy located in Logan University's academic catalog.

	Grant Access	Revoke Access	Date
Name			
Relationship to Student			
Phone			
E-mail			

By signing this document, I am giving or revoking consent that Logan University officials may discuss the contents of my academic record (including courses, grades, and degree progress) with the following parties. I understand that I may revoke consent at any time by submitting a revised form.

This form must be completed by the student in person with photo identification at Logan University's Office of the Registrar. If a student is unable to do so in person, this form may be notarized by a Notary Public and submitted by fax, emailed or mailed to the Registrar's Office.

Student Signature

Date

DIRECTORY INFORMATION

Schools may disclose, without consent "directory information". Logan University's directory information is defined as student name, addresses, telephone numbers, e-mail addresses, date and place of birth, major field of study, participation in officially recognized activities, clubs, and sports, weight and height of members of athletic teams, dates of attendance, student photograph, degrees and awards received (including Dean's List), anticipated graduation date, year in school, and any previously educational agency or institutions attended by the student. However, if a student has chosen a **NO** Release for Directory Information, then Logan University cannot release this information.

DO NOT RELEASE MY DIRECTORY INFORMATION

Student Signature

ONLINE STUDENTS

For use by Notary Public if returned by fax or mail: State of _____ Country of _____
 Before me, the undersigned notary public, this day, _____ personally, appeared
(Name of student)
 to me known, who being duly sworn according to law to before me this _____ (day) of _____ 20__

Signature of Affiant

Notary Public

My commission Expires