

# Mahanaim

## FERPA Record Release Form

### Student Authorization to Release Information

In accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA), Mahanaim will not disclose any non-directory information to anyone other than the student unless the student has submitted a written and signed authorization form. Please note that this limitation includes parents and guardians if the student is not claimed as a dependent for tax purposes by the parents.. Students who consent to the release of their educational record, should complete this form and return it to the Registrar at Mahanaim.

Important: This authorization will remain in effect until the student submits in writing a notification to the Registrar revoking their consent or until the end of the academic year in which it was signed.

\_\_\_\_\_  
Student Name (please print)

\_\_\_\_\_  
Student ID Number

I authorize Mahanaim to release one or more of the following types of non-directory information:

Check all that apply.

- Financial Information (student accounts, financial aid)
- Educational Records (academic standing, grades, class attendance)
- Disciplinary Records

Other (please specify) \_\_\_\_\_

\* This release does not include any medical records or any documents not considered to be part of the Educational record as defined by FERPA.

The above information may be released to the following individual(s) listed below:

\_\_\_\_\_  
Name/Agency

\_\_\_\_\_  
Relationship

\_\_\_\_\_  
Name/Agency

\_\_\_\_\_  
Relationship

\_\_\_\_\_  
Name/Agency

\_\_\_\_\_  
Relationship

\_\_\_\_\_  
Name/Agency

\_\_\_\_\_  
Relationship

These records are being released for the purpose of:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

For Office Use Only	Received by:	Date:
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