



Saint Anselm College  
**OFFICE OF THE REGISTRAR**

**AUTHORIZATION TO RELEASE EDUCATIONAL RECORDS**

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. I understand that in order for the Office of the Registrar to respond to written or verbal request for non-directory information by a person other than the student, a signed authorization must be on file.

Student Name: \_\_\_\_\_

Student ID#: \_\_\_\_\_

Year of Graduation: \_\_\_\_\_

By completing and signing this Authorization to Release Educational Information, I hereby authorize the Office of the Registrar to release information to:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Relationship to Student

\_\_\_\_\_  
Name

\_\_\_\_\_  
Relationship to Student

I understand that:

1. This authorization will remain in effect as long as I am enrolled as a Student at Saint Anselm College.
2. This release will remain in effect until revoked by me, in writing. Any such revocation shall not affect disclosures previously made by the Office of the Registrar prior to the receipt of such written revocation.

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

\_\_\_\_\_  
Date