



AUTHORIZATION TO RELEASE INFORMATION

The purpose of the Family Educational Rights and Privacy Act of 1974 is to protect the privacy of individual students by placing certain restrictions on the disclosure of protected information contained in a student's university records. I understand that in order for the Registrar's Office to honor a verbal or written request for information by anyone other than the individual student, a signed authorization must be on file. This release may be used by other official units of Central Michigan University to release information as designated below.

Therefore; I, _____ Campus ID# _____,

Give my FULL consent to the Central Michigan University Registrar's Office, or Designated University Official, to release information to the following individuals:

_____	_____
NAME	RELATIONSHIP TO STUDENT
_____	_____
NAME	RELATIONSHIP TO STUDENT

I understand that some information may be released by Central Michigan University without my consent. This information is considered Directory Information under the Family Educational Rights & Privacy Act. Please see either the Bulletin (Undergraduate or Graduate) or Central Michigan University's website for more information and a full list of items classified as Directory Information.

I understand this release pertains to information regarding ANY or ALL of the following: Registration (Term Courses); Academic History (Grades). Note: Health care treatment records are not permissible under this release. Use of such information may be used for my placement in sanctioned programs such as internships, clinicals or other field placements required of my academic program.

I understand that this authorization remains in effect from today through _____ / _____.
MONTH YEAR

I UNDERSTAND IT WILL BE NECESSARY TO SEND A WRITTEN REQUEST TO REVOKE THIS AUTHORIZATION PRIOR TO THE EXPIRATION DATE INDICATED. A SEPARATE RELEASE IS REQUIRED TO EXTEND EXPIRATION DATE ABOVE.

Student Signature _____ Date _____

*Return signed form to:
Registrars Office Warriner Hall 212
or email to:
records@cmich.edu*