

Allegany College of Maryland

Release of Information

To be valid, this document must be signed *either* in the presence of a College official *or* a licensed notary.

Student _____

ID# _____

Person(s) to whom Information may be released: _____

Today's Date ____/____/____ This release expires on ____/____/____.

FERPA (Family Educational Rights Privacy Act) does not allow a College or its employees to release certain information to third parties – including parents – without *either* written permission from the student *or* a recognized exception to the [federal] law.

I give Allegany College of Maryland permission to release the information indicated below. I understand that the College may decline to release requested information if such release is deemed contrary to the interests of the College, its employees, or other students. This release applies only to MY records.

Records to be released:

- Any information possessed by Allegany College of Maryland.
- OR (check all that apply):
- Disciplinary Records
- Housing records
- Admissions/Registration Records
- Grades
- Other academic information (e.g., class performance, attendance, etc.)
- Financial Aid
- Work-Study/employment
- Other financial records (e.g., tuition, fees, balances, fines, etc.)
- Other (specify): _____

I understand that I have the right not to sign this Release and that my records will remain completely confidential in accord with the Family Education Rights and Privacy Act. No one unduly pressured or forced me to sign this Release.

Student Signature

College Official **OR** Notary Signature