

OBERLIN

COLLEGE & CONSERVATORY

Academic Standing – College of Arts and Sciences

AUTHORIZATION TO RELEASE INFORMATION

Return this completed form to the appropriate office in person or by email from your @oberlin.edu account.

In accordance with the Family Education Rights and Privacy Act of 1974 (FERPA, or the Buckley Amendment), which requires that colleges and universities protect the privacy of student records, it is Oberlin College's policy NOT to release non-directory information to anyone other than the student unless the student has given us express written permission to do so. Please note that this limitation includes parents and guardians. Students who would like to authorize someone other than themselves to have access to their information, including a parent or guardian, should complete this form.

I. Student Information

Student name (printed)

Student T#

II. Office authorized to release information:

Academic Standing may only release information that is maintained by that office. If you would like to authorize the release of information from an additional office, a separate release must be completed according to that office's FERPA policy.

Academic Standing

101 North Professor Street/Carnegie 101

Oberlin, OH 44074

440/775-8450 / aarc@oberlin.edu

III. This office is authorized to release information pertaining to (check all that apply):

Academic record (grades, degree progress, academic standing, academic advising, academic policies)

Leaves and withdrawals

Study away

Visa status (for students studying on a visa)

Other (if checked, please specify): _____

IV. Person(s) to whom information may be released

Name (printed)

Relationship to student

Name (printed)

Relationship to student

V. Authorization

I authorize the above named office to release information maintained in that office's records. This authorization will remain in full force and effect for the current academic year. If I wish to revoke this authorization, I will contact the Associate Dean for Academic Standing with that decision in writing.

Student signature

Date