

Please Read: Consistent with the Family Educational Rights and Privacy Act (FERPA) of 1974, as amended in 34 CFR Part 99 (12/09/08), Concordia University Wisconsin has established this form to provide students with a vehicle to release FERPA protected information to a third part (e.g. parents, employer).

For a complete statement of student's rights under FERPA, you may obtain a copy through any one of the means listed below:

CUW Portal: my.cuw.edu (Campus Life Tab, Student Resource Channel) (Printable PDF file)

E-mail: regstu@cuw.edu

Requests Through U.S. Mail: Concordia University Wisconsin
Office of the Registrar, 12800 North Lake Shore Drive, Mequon, Wisconsin 53097

Release of Student's Educational Record

Student Requesting record to be released _____ F00 _____
print name Banner ID#

CUW Student's Home Address _____
street
_____ city state zip code

Please release my educational record as initialed below to the following individual/party.

Send to: Name(s) _____
Address _____
street
_____ city state zip code

Please release the following educational record(s) (student initials in each box). Note that this release is for one academic year. Student must resubmit this form each academic year.

Grades from _____
Semester (fall/Winterim/spring/summer) Year

Student Conduct Records from _____
Start date (mo/day/year) End date (mo/day/year)

Student Aid Financial Records

Student Account Records

Academic Dishonesty Records

Other (please be specific, record for what time period) _____

I, the undersigned student, give permission to release my educational record(s) as noted above to the individual/party listed above:

Signed (student) _____

Date _____