

FERPA CONSENT TO RELEASE MY FINANCIAL RECORDS

The Federal Family Educational Rights and Privacy Act (FERPA) provides certain rights to students concerning the privacy of, and access to, their personally identifiable information, including Educational and Financial Records. Except as otherwise permitted by law, West Virginia Wesleyan College (WVWC) will not disclose any personally identifiable information contained in your files with your signed and written consent. If you want WVWC to disclose your information to another person (i.e., relatives, third parties, etc.) you must complete, date, and sign this form and return it to the address below.

YOU MUST COMPLETE THE FOLLOWING INFORMATION (please print or type):

Student's Full Name: _____

WVWC ID#: _____ Date of Birth: _____

Address: _____ City: _____ State: _____

Zip Code: _____ Home Phone #: _____ Cell Phone #: _____

Email Address: _____

AUTHORIZATION TO RELEASE INFORMATION

I, _____, HEREBY AUTHORIZE WVWC TO RELEASE ALL OF MY FINANCIAL RECORDS, EXCEPT THOSE RECORDS I HAVE SPECIFICALLY LISTED BELOW, TO (please print or type):

Name: _____

Address: _____

The following records shall not be disclosed: _____

I acknowledge by my signature below that although I am not required to release any of my Financial Records, I am giving consent to release any and all of my Financial Records, except as listed above, to the above named person(S). I understand that this consent will remain in effect until and unless I revoke such consent in writing and the revocation is received by WVWC.

Student's Signature

Date

Witness

Date

EMAIL the completed form to: fin_plan@wvwc.edu
This form is being asked to be completed for anyone that is requesting financial information. The Buckley amendment states that for scholarship purposes of a student the information can be released but for that purpose only. Also whomever signs the form the information received is confidential and for that person only.