

Student Consent to Release Non-Directory Information Form

In compliance with the Federal Education Rights and Privacy Act of 1974 the University is prohibited from providing non-directory information from your student record to a third party. Non-directory information includes such things as a class schedule, grades earned, tuition and fees assessments, financial aid (including scholarships, grants, work-study, or loan amounts), and more. This restriction applies, but is not limited to, your parents, your spouse or a sponsor.

I grant Rivier University permission to release non-directory information (as noted below) related to my student records to a third party.

The Student must name each person to whom access is granted to by listing the person's name below along with a password (that only this person will know) up to 4 alphanumeric characters in length. The specified information will be made available only if requested by the authorized third party who can state the PASSWORD provided.

Name:

(Last)

(First)

(Middle Initial)

ID#<u>A00000</u>

I authorize the following access to my education records at Rivier University be granted upon request to:

PRINT First Name	Last Name	Relationship	Password	* Release - check all
			(up to 4 characters)	that apply
				□ Billing
				Financial Aid
				□ Academic Information
				□ Billing
				□ Financial Aid
				□ Academic Information
				□ Billing
				□ Financial Aid
				□ Academic Information

* Release description (includes, but is not limited to items listed below):

* Billing - statements, charges, credits, payments, past due amounts, 1098T, refunds, collection activity

* Financial aid - Award information, verification information, satisfactory academic progress

* Academic information - includes but not limited to, grades, class schedule, academic standing, application status

Student Signature required:

Student Signature

Date

Please note that your authorization to release information has *no expiration date;* however, the student may revoke authorization at any time by sending a written request to the Office of the Registrar. **NOTE**: if the student experiences life changes, such as divorce, parental issues, etc., it **REMAINS** the student's obligation to inform the Office of the Registrar **IN WRITING** to rescind this form to prevent student data from being released to the individuals above.

Submit this in person to the Office of the Registrar: Adrienne Hall OR submit via Rivier University email at <u>asktheregistrar@rivier.edu</u>. For questions, please call (603) 897-8218.

Revised 3/2019