



LOWELL GENERAL HOSPITAL

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 departmental position to whom access is granted to by listing the appropriate position below along with a password (that only the person in the designated position 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: _____ ID# A00000
 (Last) (First) (Middle Initial)

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

Authorized Recipient	Position	Relationship	Password (to be used for phone calls - up to 4 characters)	* Release - check all that apply
Lowell General Hospital	Tuition Reimbursement Administrator	Employer		<input type="checkbox"/> Billing <input type="checkbox"/> Financial Aid <input type="checkbox"/> Academic Information
Benefit Strategies	Tuition Reimbursement Administrator	Tuition Reimbursement Vendor via Lowell General Hospital		<input type="checkbox"/> Billing <input type="checkbox"/> Financial Aid <input type="checkbox"/> Academic Information

*** Authorization for release to employer includes the employer and its authorized tuition reimbursement vendor.**

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

- * Billing – statements, charges, credits, payments
- * Financial aid – Award information
- * Academic information – includes but not limited to, grades, class schedule

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.

**Submit this in person to the Office of the Registrar: Adrienne Hall
 OR submit via Rivier University email at asktheregistrar@rivier.edu.
 For questions, please call (603) 897-8218. NO FAXES ACCEPTED.**