STUDENT SUPPORT AND CONDUCT

Consent for Release of Information

328 Student Union
405-744-5470
Fax: 450-744-7219
student.support@okstate.edu

Student's Full Name	Student ID #	Cell Phone #

The Family Educational Rights and Privacy Act of 1974, as amended (FERPA) affords students certain rights with regard to their respective education records. In essence, these rights are (1) the right to inspect and review education records, (2) the opportunity to challenge the contents of education records, and (3) the right to exercise some control over the disclosure of information from education records. This form allows release of Student Conduct records, which are considered education records, within forty-five days of receipt or for the duration designated below.

Student Information/Records to be Released (check one)

☐ All Information and Records with Student Support & Conduct

☐ Specific Student Information and Record(s). Please specify:_____

Individual/Institution/Agency to Whom Records May be Provided

Name:

Address:

Fax/Email/Phone Number:

Relationship to Student:

Delivery Method (check one)

☐ Verbal (phone/in-person) ☐ Mail ☐ E-Mail ☐ Other:_____

Purpose of Release (check one)

☐ Family Communication ☐ Attorney Communication

☐ Employment ☐ Admission to an Education Institution

☐ Other:_____

Duration of Release (check one)

☐ One-Time Use: This authorization can be used only once.

☐ Limited Use: This authorization expires on_____

I understand the I have the right not to consent to the release of my conduct records and that I have the right to revoke this consent at any time by delivery of a written revocation to office of Student Support & Conduct.

_____ _____

Student's Signature Date

This form must be fully completed and signed by the student. Records cannot be released if any section is not completed in its entirety. Completed forms should be submitted to Student Support & Conduct to the address listed above.