



Parental/Guardian Access to Official Student Records

In order to comply with federal laws dealing with confidentiality of official student records (Family Education Rights and Privacy Act of 1974), you, the student, must sign a release if you wish to authorize a parent, legal guardian, spouse, or person of interest to view your non-directory educational records. This form must be completed, signed, and submitted to the Registrar's Office. This form **MUST** be on file in our office before the designated person is granted access to view your official student records.

	Name	Student ID Number
Student		
Authorized Person		*The authorized person MUST show official identification.

IMPORTANT – PLEASE READ BEFORE SIGNING

I hereby grant approval for the person listed above to have access to my non-directory educational records at Eastfield College. This person is authorized to have access to:

- Specific Record(s) Released _____
- All of my records including grades, test scores, and other personal and/or confidential information
- Term/Semester _____
- Purpose of Disclosure _____

I hereby affirm that I have read the policy above.

 Signature of Student

 Date