



EASTFIELD COLLEGE
 3737 Motley Drive
 Mesquite TX 75150-2099

Authorization for Instructor to Release Student Academic 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 an instructor to release 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 permission to release your official student records.

Student Name	Student ID Number	Authorized Instructor

IMPORTANT – PLEASE READ BEFORE SIGNING

I hereby grant approval for the instructor listed above to release my non-directory educational records at Eastfield College. The instructor listed above is authorized to release:

- 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

2/2010