



NORTHWEST KANSAS TECHNICAL COLLEGE

Student Authorization to Release Information

FERPA Release Form

In accordance with the Family Education Rights and Privacy Act of 1974 (FERPA), the undersigned student hereby permits Northwest Kansas Technical College to disclose the information specified below to the following individual(s) or agency(ies):

Name:

Name:

Name:

Name:

Name:

*The student authorizing the release of his/her educational records must sign and present this form to the appropriate office with a photo ID to verify authenticity of the release.

Check the boxes below to indicate which records you wish to make available:

- ☐ All Financial Aid Records (records include: status of file, award and disbursement of funds information, Satisfactory Academic Progress status, income information, and any other information contained in the application of financial aid file).
- ☐ All Academic/Transcript Records (records include: transcripts, admission and registration information, schedule documentation contained in the academic records) .
- ☐ All Student Account Records (records include: amount for tuition and fees, sources of payment for tuition and fees, refund information, records hold information, financial aid repayments and any other accounts receivable information contained in students account records.
- ☐ All College Records
- ☐ Other (Please Specify):

*Please Note: Records for Counseling and services for Students with Disabilities are considered medical records and are not covered under FERPA rules. A separate release form must be obtained from these departments.

I understand the information may be released orally or in the form of copies of written records, as preferred by the requester. This authorization will remain in effect from the date it is executed until revoked by me in writing and delivered to the Department(s) identified above.

Print Name:

Student ID #

Signature:

Date:
