

PARENTAL RELEASE FORM

Family Educational Rights and Privacy Act of 1974 (FERPA)

Roger Williams University ("RWU") annually informs students about the Family Educational Rights and Privacy Act of 1974 ("FERPA"), as amended, and RWU's compliance with this Act. FERPA was designated to protect the privacy of education records, to establish the rights of students to inspect and review their education records and to provide guidelines for the amendment of inaccurate or misleading information in these records through informal and formal hearings. Students also have the right to file a complaint with Family Policy Compliance Office of the U.S. Department of Education concerning any alleged failure by RWU to comply with FERPA. Questions about FERPA should be directed to the Office of the Registrar.

Under FERPA, institutions may disclose certain directory information contained in students' education records that generally would not be considered harmful or an invasion of privacy if disclosed. RWU has designated the following as Directory Information, which information RWU may release for any purpose at its discretion:

- Student's Name
- Address
- Telephone Listing
- Electronic mail address
- Photograph
- Date and Place of Birth
- Major Field of Study
- Grade Level
- Enrollment Status
- Dates of Attendance
- Participation in Officially Recognized Activities & Sports
- Weight and Height of Members of Athletic Teams
- Degrees, Honors and Awards Received
- Most Recent Educational Agency or Institution Attended

Information other than Directory Information is designated as restricted. In most cases, such information will not be released to a third party without written consent from the student, specifying which information is to be released, for what purpose and to whom.

AUTHORIZATION TO DISCLOSE FINANCIAL AID INFORMATION

I, the undersigned, authorize the release of my financial aid information to the individuals named below. This release pertains only to my financial records. For the purposes of this release, "financial records" are defined as those records or items that directly impact financial aid eligibility and charges, such as Satisfactory Academic Progress (SAP), Lifetime Eligibility Earned (LEU), verification, award amounts, Return to Title IV calculations and all similar items. This document does not allow the individuals named below to have access to any other department or office. I agree to waive my rights under FERPA and allow the below named person(s) to have access to my financial records, as defined above, effective as of this date forward unless I specify otherwise in writing.

Print Student Name: Student ID#:

Student Signature: Date: Phone#:

If student is dependent, custodial parent must also sign to release financial aid information.

Custodial Parent Signature: Date:

1. Name: 2. Name:

Address: Address:

City, State, Zip

City, State, Zip

Phone #: Phone #: