

AUTHORIZATION FOR BLOOMSBURG UNIVERSITY, OFFICE OF THE REGISTRAR TO DISCLOSE ACADEMIC INFORMATION TO PARENTS, LEGAL GUARDIANS AND/OR THIRD PARTY

Complete, sign and return the form to: Office of the Registrar, 125 Arts & Administration Building, Bloomsburg University, Bloomsburg, Pa 17815.

In accordance with F.E.R.P.A., the University will disclose to parents, legal guardians and/or third party, information from the academic record of a student provided the University has on file a written consent from the student. By signing this form, you authorize the University Registrar to release only your final and mid term grades and general academic information to the individuals you have listed below. This request does not allow release of financial information or information related to financial aid. **The request does not cover, nor will the university release to parents, student login and password information or access to passwords used for email, MyHusky, BOLT, computer access, myhousing, etc.** Students and parents should have a conversation regarding how parents can access their student's information.

Additionally, academic advisors are not required to discuss academic progress in a course with parents, legal guardians and/or a third party regardless if this release is signed.
Please sign below and return to the Office of the Registrar if you consent for the University to release to your parents, legal guardians and/or third party information concerning your educational records.

This release will be considered to be in effect for your entire career at Bloomsburg University unless you withdraw the release in writing at the Office of the Registrar.

Student's Signature

Date

(Please print name)

Student ID Number

Release information to the above individual
(Please print name)

Release information to the above individual
(Please print name)

***Parents, Legal Guardians and/or Third Party Password)** _____
(Create a password and print it. This will be used to verify your identity if you call the University Registrar

Parents, Legal Guardians and/or Third Party who wish to inquire **in person** about their son's or daughter's grades must show proper id at that time.

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 **(F.E.R.P.A.)**

Annually, Bloomsburg University informs students of the Family Educational Rights and Privacy Act of 1974, as amended. This Act, with which the institution intends to comply fully, was designated to protect the privacy of educational records, to establish the rights of students to inspect and review the educational records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with The Family Educational Rights and Privacy Act Office (FERPA) concerning alleged failures by the institution to comply with the Act.

Local policy explains in detail the procedures to be used by Bloomsburg University for compliance with the provisions of the Act. Copies can be obtained from the Office of Student Affairs and Office of the Registrar. It is also printed in the Student Handbook and the University Bulletins. Questions concerning the Family Educational Rights and Privacy Act may be directed to these offices.

***This is a required field, if you do not put a password on this form, the form will be sent back to you.**