

*As a student at The University of North Texas at Dallas College of Law you have certain rights afforded you under the Family Education Rights and Privacy Act of 1974 (also known as the Buckley Amendment, or FERPA). The FERPA regulations were written specifically to guarantee students three primary rights. FERPA [§99.7] guarantees students the right to inspect and review education records. You have the right to know what information The University of North Texas at Dallas is maintaining about you. You also have the right to amend those records, if errors are present. FERPA further guarantees you, the student, with the right to have some control over the disclosure of information from your education record. Your FERPA rights begin once you are enrolled at The University of North Texas at Dallas. Enrollment is defined as of the date you officially enroll at UNT Dallas College of Law.*

## Third Party Release of Information

### EXPLANATION FOR FORM:

If you are involved in certain College of Law groups or clubs you may want or need your club advisor to have access to certain student information (class standing or current academic status). Similarly, if you are employed and your company requires access to your student information as part of their education program, you should complete a Third Party Release of Information form. This form is also used for parties serving as a reference for a student to a third party.

The Third Party Release of Information form is valid for a **one-time single release of information**.

A new Third Party Release of Information form must be completed for each instance that the student authorizes a third party access to their academic file or a reference is completed. The third party must bring the form to the Office of the Registrar at the College of Law, not the student.

**This form is not a substitute for the Parent Certification of Dependency form.**

## Third Party Release of Information

First Name		Last Name	
Middle Initial	Student ID		

The Family Education Rights and Privacy Act of 1974 provides privacy protection of a student's academic record and limits the release of such records without the student's consent. The Act further provides that the College may disclose such records to a third party with the student's written consent.

### DECLARATION:

The student whose signature appears below has authorized release to the following Third Party for the specified record:

Name of third party individual or company/organization:
Address:
Email Address:

Records authorized for release:

### STUDENT'S DECLARATION:

I acknowledge I am aware of this request to release my records to the Third Party specified above.

**I UNDERSTAND THIS AUTHORIZATION IS VALID ONE TIME FOR A SINGLE RELEASE OF INFORMATION.**

I further release The University of North Texas at Dallas, its Regents, Officers, Employees, Agents or Assigns, from any and all liability for release of the above named records/information.

Signature	Date / /
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### For Office Use Only:

Date of Release:	
Additional Comments:	
Department	Releaser Initials

Student System Updated (circle one):	Y	N
Initials of Processor:		
Processed Date:		