

Kilian Community College Right to Privacy Certification & Release Form for 2011-2012 Academic Year

The Family Education Rights and Privacy Act (FERPA) is a federal law that gives you the student the right to inspect and review your financial aid and student billing records. It also gives your parents the right to review those records if your parents claim you as a dependent on their federal income tax return. For your protection, FERPA limits release of information about your records without your explicit written consent.

If you want to authorize the Kilian Community College Financial Aid Office and Business Office to release information, please complete and return this form to the KCC Financial Aid Office.

Student Release of Information & Certification

I understand that any and all personally identifiable information concerning my financial aid and student billing is protected under FERPA. I further understand that I may waive that protection and give access of my records to individuals of my choice. *This release only pertains to my financial aid and student billing and does not allow individuals to access information from any other department or office at KCC.*

Please print the information listed below.

Student Name: _____ Student's Social Security Number: _____
KCC Student ID Number: _____ Student's Date of Birth: _____

I agree to waive my rights under FERPA and allow the below-named person(s) to receive access to my financial aid records and student billing account.

Full Name: _____ Relationship to Student: _____
Full Name: _____ Relationship to Student: _____
Full Name: _____ Relationship to Student: _____
Full Name: _____ Relationship to Student: _____

I acknowledge that this release is valid only for the 2011-2012 academic year at Kilian Community College. I understand that I must renew this release and authorization each academic year. By signing this release, I authorize the Kilian Community College Financial Aid Office and Business Office to release any and all financial aid and billing information to the person(s) listed above. I understand that I can revoke this release at any time by notifying the Financial Aid Office in writing.

Student Signature

Date

Notice: When parent(s) or other individuals named above call the Financial Aid Office or Business Office, we are unable to release information without the proper identifiers. Individuals must know the student's birth date, social security number, and student ID number.