



RELEASE OF INFORMATION

Financial Aid and Scholarships
201 South 1460 East, Room 105
Salt Lake City, Utah, 84112-9055
OFFICE (801) 581-6211; FAX (801) 585-6350

STUDENT'S NAME: _____

STUDENT ID#: _____ SOCIAL SECURITY#: _____
(Optional)

FERPA NOTICE:

The Family Educational Rights and Privacy Act of 1974 (FERPA), initially called the Buckley Amendment, governs the release of records maintained by an institution of higher education and access to student records, including requests for information from parents, guardians, spouses, or others as designated by the student. Generally, without a student's written consent, the University of Utah may not disclose information from a student's educational records. For additional information regarding FERPA, please see the Student handbook located on the Web at: <http://www.acs.utah.edu/sched/handbook/toc.htm>.

Students who want to allow information released to individuals, must complete this declaration form providing a standing release to the University to disclose educational information.

I, _____, give the University of Utah Financial Aid and Scholarships office and Income Accounting and Student Loan Services permission to release information regarding the processing and delivery of my financial aid and scholarships and financial/tuition information to myself and any individual(s) listed below with the appropriate PIN. I also understand that picture ID is **REQUIRED** when any information is requested in person at the Financial Aid and Scholarships office or at Income Accounting and Student Loan Services.

I also understand by authorizing communication to the email accounts listed below, I do so at my own risk and the University of Utah, the Financial Aid and Scholarships office, and Income Accounting and Student Loan Services are not responsible for the security of the information.

Release information to myself and/or the following individual(s):

<u>NAME:</u>	<u>RELATIONSHIP:</u>	<u>EMAIL:</u> (Optional)
_____	SELF	— UMAIL —
_____	_____	_____
_____	_____	_____
_____	_____	_____

When contacting the Financial Aid and Scholarships office to inquire about specific financial aid and scholarship information or when contacting Income Accounting and Student Loan Services regarding specific financial/tuition information, myself and/or the individual(s) identified below will provide the following Personal Identification Number (PIN):

(PIN may be letters and/or numbers; no minimum or maximum length)

(Information on this form supercedes all previous Release of Information Forms)

STUDENT'S SIGNATURE: _____ DATE: _____

WITNESSED BY: _____
(Financial Aid Officer)

**IF YOU ARE NOT COMPLETING THIS FORM IN THE PRESENCE OF
A UNIVERSITY OF UTAH FINANCIAL AID OFFICER THIS FORM MUST BE NOTARIZED.
THE ORIGINAL NOTARIZED FORM MUST BE SUBMITTED TO
FINANCIAL AID AND SCHOLARSHIPS IN ORDER TO BE VALID.**

NOTARY SIGNATURE: _____ DATE: _____

* Privacy Act Notice: The University confidentially maintains your Social Security Number for routine uses, such as facilitating document matching, verifying your identity, expediting your enrollment and financial aid, and certifying loans. Disclosure of your social security number is voluntary, but failure to provide your social security number may result in delay and confusion regarding your identity and, if omitted, could result in delay or loss of Federal and State Financial Aid, tax credits, student loan deferments, veterans' benefits, and other benefits under law.