

FERPA Release Form

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The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of students' educational records. The law establishes certain rights for students regarding the privacy of their educational record. In accordance with FERPA, it is UM Housing's policy to withhold certain educational records unless the student provides consent to disclose information.

I, the undersigned, hereby authorize the UM Housing Office at the University of Montana to release/discuss the specified educational records and information. This release does not permit the disclosure of these records to any other persons or entities without my written consent or as permitted by law.

To: _____ Relationship: _____
[Please Print Name] [Please Print Relationship]

Phone Number: _____ Email Address: _____
[Please Print] [Please Print]

UM Housing allows a maximum of six (6) months from the effective date until the expiration date of a release associated with Conduct Records, Rental History, and Employment.

Educational Records and Information: [Please check all that apply]

- Past Conduct Records (*conduct cases that have been adjudicated and closed*)
- Current Conduct Records (*conduct cases that are currently open in the adjudication process*)
- Conduct Records relating ONLY to: _____
- Rental History (*dates of occupancy, type of housing, policy violations, cleaning and damage charges*)
- Employment Information
- Other: _____

This release form is effective from _____ to _____.
Month/Day/Year Month/Day/Year

UM Housing allows a maximum of twelve (12) months from the effective date until the expiration date of a release associated with Payment Information.

Account Information:

- Account Information (*balance of account, cost of housing, timeliness of payments*)

This release form is effective from _____ to _____.
Month/Day/Year Month/Day/Year

Student's Signature* Date Student's Name [Please Print]

Student Identification # UM Housing Staff Witness / Notary Signature

*Student must either sign the FERPA Release Form in front of a UM Housing Staff member as witness that the student signed the form or the form must be notarized that the signature on the form is from the student.