



Student Consent to Release Education Records

Academic Records and Registrar Office
3201 W. 16th St Sedalia MO 65301
PH: 660-530-5829 * Fax: 660-596-7472
Email: add-drop@sfccmo.edu
Office Hours: Monday-Friday 8am-5pm

In accordance with the Family Educational Rights and Privacy Act (FERPA), State Fair Community College is legally prohibited from releasing the information contained in a student’s education files to anyone except the student. In order for other individuals to have access to a student’s education files, financial aid information or student accounts, the student must complete and return this form.

Student Information

Name: _____

SFCC Student ID or SSN: _____

Person(s) Authorized to Receive Information

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Types of Information and Student Account Records

Below lists the types of information that can be released to the person(s) listed above. Check all that apply.

- allow authorization to billing statements, charges, credits, payments, repayment history (including credit reporting history), communication history, past due amounts, and/or collection activity
- allow authorization to financial aid awards, application data, disbursements, eligibility, and/or financial aid satisfactory academic progress status
- allow authorization to college-maintained disciplinary action related documentation
- allow authorization to grades/GPA, demographic, registration, student ID number, academic progress status, and/or enrollment information

I, the undersigned student hereby authorize State Fair Community College to release my education records and information as indicated above. I also understand that I have the right not to consent to the release of my education records, and I have the right to revoke my request at any time.

Student Signature: _____ **Date:** _____

NOTE: Your authorization to release information has no expiration date; however, you may revoke your authorization at any time by sending a written request to the Academic Records and Registrar Office.