



**MANCHESTER
COMMUNITY
COLLEGE**

**Financial Aid Office
FERPA Release Form**

CONSENT FOR THE DISCLOSURE OF EDUCATION RECORDS

This form must be signed and submitted by the student in person; it cannot be faxed or emailed.

Student Name: _____

Student ID: _____

I hereby authorize the Manchester Community College Financial Aid Office and its employees to release the following information (Please specify: i.e. any and all financial aid records, status):

This release is authorized for the following individuals and/or organizations:

Name of Person/organization:

Relationship to Student:

Disclosure is made for the following purpose(s):

I acknowledge that photocopies and facsimiles of the original of this Consent for the Disclosure of Education Records including my signature shall be as valid as the original.

Student Signature: _____

Date Signed: _____

KNOW WHAT YOU ARE SIGNING!

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds from the U.S. Department of Education. Schools must have written permission from the student in order to release any information from a student's education record, including financial aid information. Students may use the FERPA Release Form if they would like to authorize the college to release their financial aid information to someone other than the student.