

# FERPA AUTHORIZATION TO RELEASE

Standard Form Approved  
by the Lone Star College  
Office of the General Counsel

**AUTHORIZATION TO RELEASE EDUCATION RECORDS**  
 Family Educational Rights and Privacy Act of 1974 as Amended (FERPA)

I, \_\_\_\_\_, hereby voluntarily authorize officials at Lone Star College (LSC) to disclose personally identifiable information from my education records.

Specifically, I authorize disclosure of the following information or category of information (Please check the box or boxes that apply):

<input type="checkbox"/> Grades/Transcripts	<input type="checkbox"/> Photos
<input type="checkbox"/> Financial Aid	<input type="checkbox"/> Academic Records
<input type="checkbox"/> Disciplinary	<input type="checkbox"/> All College Records
<input type="checkbox"/> Scholarship and/or Honors	
<input type="checkbox"/> Other (Please Specify) _____	

This information may be released to:

\_\_\_\_\_

[Print Full Name(s) of Individual(s) To Whom LSC May Disclose Information]

for the purpose of informing:

<input type="checkbox"/> Family	<input type="checkbox"/> Employer/Prospective Employer
<input type="checkbox"/> Educational Institution	<input type="checkbox"/> Public or Media of Scholarship, Honor or Award
<input type="checkbox"/> Other (Please Specify) _____	

This is to attest that I am the student signing this form. I understand the information may be released orally or in the form of copies of written records, as preferred by the requester. This authorization will remain in effect from the date it is executed until revoked by me, in writing, and delivered to Department(s) identified above.

Student Signature _____	Date _____	Student ID Number _____
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LSC-CyFair Student Services 281-396-2100	LSC-Edgewood Student Services 281-311-3413	LSC-Montgomery Student Services 936-275-7226	LSC-North Harris Student Services 281-418-6481	LSC-Tomball Student Services 281-451-3310	LSC-University Park Student Services 281-401-5370
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Note: Modification of this Form requires approval of OGC

Office of the General Counsel  
OGC-5-2013-06 - Authorization To Release Education Records  
Approved 8/14/18  
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- Even as a minor, Dual Credit students enrolled in college courses are protected by the Family Educational Rights and Privacy Act (FERPA).
- The student must be the one submitting the document themselves.
- LSCS can only accept the original FERPA form --cannot accept photocopies.