

Academic Advising Offices:
Information on where advising
offices are located can be found at:
advising.oregonstate.edu/

Office of Financial Aid
218 Kerr Administration Building
Corvallis, OR 97331-2120
Phone: 541-737-2241
E-mail: financial.aid@oregonstate.edu

Office of the Registrar
102 Kerr Administration Building
Corvallis, OR 97331-2120
Phone: 541-737-4331
E-mail: registrars@oregonstate.edu

Office of Business Affairs Student Accounts
100 Kerr Administration Building
Corvallis, OR 97331-2120
Phone: 541-737-3775
E-mail: accounts.receivable@oregonstate.edu

Oregon State University Student Consent to Release Information Form

The Family Educational Rights and Privacy Act (FERPA) of 1974 is a federal law designed to protect the privacy of a student's education records. Education records include all student records. These are considered confidential and will not be released without written consent from the student. In accordance with FERPA, it is necessary for Oregon State University to obtain written consent from the student in order to release any information to a third party.

This form specifically relates to records in the Office of the Registrar, Business Affairs, Financial Aid & Advising Offices

To submit this, please fill out, sign, and turn into the appropriate office listed above or sign, scan, and send via your OSU email. Be prepared to show photo ID when turning in this form in person. Digital signatures are not accepted. 'Purpose of release' is required by law.

No information will be released from a student's record marked Confidential with the Office of the Registrar, regardless of any release on file.

Student's Name: _____ **OSU ID #** _____

I authorize the release of the following information (select all that apply):

Release of Student Record Information from the Office of the Registrar

Academic Transcript Enrollment Information Degree Progress Course Schedule All information

Other: _____ Purpose of release: _____

Release of Student Account Information from the Office of Business Affairs

Account Balance Account holds Transaction Information (charges and payments) All information

Other: _____ Purpose of release: _____

Release of Student Financial Aid and Scholarship Information from the Office of Financial Aid

FAFSA Application Information Aid Package Needs Analysis Results All information

Financial Aid and Scholarship Disbursements Other: _____

Purpose of release: _____

Release of Academic Advising Information

General (any information from my education records that pertains to academic advising)

Specific (e.g. advising plan): _____

Purpose of release: _____

Name: _____ Relationship: _____ Secret code*: _____

Name: _____ Relationship: _____ Secret code*: _____

* In order for information to be shared over the phone, the individual must know their secret code. Do not make this the same as your password.

Once signed, this consent is valid until revoked, which can be done at any time by completing the section below. I understand that this release covers all transactions from any date on my student record.

Student's Signature: _____ Date: _____

To Revoke My Permission to Release Education Records:

I hereby revoke permission to release my education records.

Print Full Legal Name: _____ OSU ID # _____

Signature: _____ Date: _____