

DEPARTMENTAL FERPA RELEASE
California Polytechnic State University
San Luis Obispo, CA 93407

Dean of Students

The purpose of the Family Educational Rights and Privacy Act (FERPA) is to protect the privacy of information concerning individual students by placing certain restrictions on the disclosure of "non-directory information"¹ contained in a student's university records. I understand that I have the right not to consent to the release of my educational records and I have the right to receive a copy of such records upon request.

Name of Student: _____ EmplID/SSN: _____
(Please Print)

I, the undersigned, hereby authorize California Polytechnic State University (Cal Poly) to release the following educational records and information.

To the following Person/Agency:

Name: _____

Address: _____

Telephone: _____

For the purpose of (e.g., providing a recommendation, providing information about, etc.):

I understand that this authorization remains in effect from today through _____ (Month/Year). I also understand that it will be necessary to send a written request to revoke this authorization prior to the date indicated.

Student's Signature

Date

¹ Directory Information consists of the following: name, local address, local telephone listing, email address, place of birth, major, dates of attendance, degrees and awards received, photograph, weight and height of athletic team members, most recent previous educational institution attended, participation in officially recognized activities and sports.