

## Authorization to Release Education Records

Completion of this form authorizes the UT Health Science Center at San Antonio to release specific personal information, to specific parties, for a specific purpose.

I have read and understood the [FERPA policy](http://www.uthscsa.edu/hop2000/2.2.3.pdf) (http://www.uthscsa.edu/hop2000/2.2.3.pdf) and hereby authorize university officials in the offices identified below to disclose personally identifiable information from my education records maintained by that office (check one).

- Registrar
- Veteran Services and Financial Aid
- Other \_\_\_\_\_

**Specifically, I authorize disclosure of the following information or category of information (Check one or more that apply. Please describe information to be released.):**

- Grades (unofficial transcript)
- Cumulative GPA (provide via email/letter only)
- Official/Unofficial Transcript (transcript fee is applicable via Transcript Request)
- Academic \_\_\_\_\_ (describe)
- Veteran Services \_\_\_\_\_ (describe)
- Financial Aid \_\_\_\_\_ (describe)
- Other (please specify) \_\_\_\_\_

**Information to be released to:**

Printed Name \_\_\_\_\_  
 Name of Organization \_\_\_\_\_  
 Number/Address \_\_\_\_\_

**For the purpose of informing:**

- Family Member(s) \_\_\_\_\_ (purpose)
- Education Institution(s) \_\_\_\_\_ (purpose)
- Employer/Prospective Employer(s) \_\_\_\_\_ (purpose)
- Public or Media (Scholarships, Honors, Awards) \_\_\_\_\_ (purpose)
- Other (please specify) \_\_\_\_\_

***You must provide an official government-issued photo ID at the time of request.***

**I understand that this authorization will remain in effect from the date it is signed until revoked by me, in writing, and delivered to the office(s) identified above.**

\_\_\_\_\_  
Student Name (print)

\_\_\_\_\_  
Student HSC ID

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

<b>For Office Use Only</b>	
Request completed on: ____/____/____	
Method of delivery: <input type="checkbox"/> Fax <input type="checkbox"/> Mail <input type="checkbox"/> Pick-Up	
To: _____	