

STUDENT INFORMATION RELEASE

In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA) as amended, the College requires written authorization from a student to release personally-identifiable information, other than Directory Information, to third parties, including parents, from Education Records it maintains.

SCCC has designated certain information in the Education Records of its students as directory information for the purposes of FERPA. Directory information may be released without the consent of the student at the discretion of the College, unless the student informs the Office of the Registrar in writing, within the first ten class days, that all such information about him or her is not to be made public without his or her consent.

The following is considered directory information at SCCC: name, address, major, sports participation, height and weight of the sports team members, dates of attendance, full- or part-time enrollment status and degrees, honors and awards received.

Use of this form will grant SCCC permission to release additional information as specified below:

Student Information - Please Print:

ID#: _____ Phone: _____

Last Name: _____ First Name: _____

Full Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Party with whom information will be discussed:

Last Name: _____ First Name: _____

Full Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Information covered by the release:

_____ Grades _____ Academic Performance _____ Career Goals _____ Attendance

_____ Other (please specify): _____

By signing this form, I understand the above information will be released, with my full consent, to the party indicated until I am no longer enrolled at Sussex County Community College. I further understand that I can revoke this authorization at any time by notifying the Office of the Registrar in writing.

Student Signature: _____ Date: _____

Copy: Office of the Registrar and student

Office Use Only

Document Scanned and filed in Share Folder: _____
Date Initial