



# Southwestern Christian College Financial Aid Office

## AUTHORIZATION TO RELEASE INFORMATION

Practices and policies regarding access to and the release of student records are in accordance with the provisions of the Family Educational and Privacy Act of 1974. The Act sets out to protect the privacy of students and is applicable to parents as well as others if the student is over 18 years of age or is enrolled at a postsecondary educational institution. Under the provisions of the Act, no personally identifiable information other than "directory information" may be released unless the student gives his/her written authorization, or information may be released to a parent if the parent establishes that the student is a dependent for federal tax purposes as defined in Section 152 of the Internal Revenue Code of 1954. The College will release information to parents or others eligible under the law if the appropriate form, properly executed, is filed with the SWCC Financial Aid Office, P.O. Box 10 Terrell, Texas 75160 (800) 925-9357 ext. 124.

*Please check here:*

\_\_\_\_\_ I hereby waive my rights under the Family Educational Rights and Privacy Act (FERPA) by authorizing the Financial Aid Office at Southwestern Christian College the right to release or discuss financial aid information and other non-directory information to parties (parents, employer, high schools, and scholarship agencies) listed below:

*(Please Print; Information will not be release if we cannot read the individual or organization's name.)*

<i>Name</i>	<i>Relationship to me</i>
_____	_____
_____	_____
_____	_____

### ***For Student's Use Only:***

This is to attest that I am the student signing this form. I understand that this authorization will remain in effect until I submit a written request to cancel this authorization.

Student's Name (Print)	SWCC ID#
Student's Signature ( <i>Only the student can sign</i> )	Date
E-mail (Please Print)	Phone number

### **Notice of Non-Discrimination**

*Southwestern Christian College does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religion, national origin, sex, age, disability, or veteran status.*