

510-E Release and Consent for Disclosure of Student Education Records



In accordance with Family Education Rights and Privacy Act (FERPA), students at Mercy College of Ohio may choose to complete and submit this form to the Office of Student Records allowing the release of their education records to specified third parties. Please note that while this form authorizes Mercy College to release education records to third parties, it does not obligate Mercy College to do so. Mercy College reserves the right to review and respond to requests for release of education records on a case-by-case basis.

1. Records to be disclosed:

- All Records Academic Records (Including: Other (please specify below)
Transcript/Grades/GPA)

2. Identify the person(s) or organization(s) to whom you authorize the release of information:

3. Purpose (briefly state the reason for the disclosure):

I understand that I have a right to not consent to the release of my education records, and that this consent shall remain in effect unless revoked by me (which I may do at any time). Revocation must be in writing and delivered to the Office of Student Records, but a revocation will not affect disclosures previously made prior to receipt of the written revocation. I further agree to release Mercy College of Ohio and officers, employees, agents, and successors, to the maximum extent permissible under law, from all claims and liabilities for damages, known or unknown, that may result from compliance with this authorization and release.

By signing below, I understand and agree with the contents of this CONSENT AND release. I further understand that this is a legally valid and binding obligation to release certain parties from all known and unknown claims.

PRINT Last Name First Name Student ID #

Student Signature Date

THE INFORMATION CONTEMPLATED IN THIS FORM IS RELEASED SUBJECT TO THE CONFIDENTIALITY PROVISIONS OF FERPA AND OTHER APPROPRIATE STATE AND FEDERAL LAWS AND REGULATIONS, WHICH PROHIBIT ANY FURTHER DISCLOSURE OF THIS INFORMATION WITHOUT THE SPECIFIC WRITTEN CONSENT OF THE PERSON TO WHOM IT PERTAINS, EXCEPT AS OTHERWISE PERMITTED BY SUCH REGULATIONS.

**Office: Student Records
Date: 04/30/2018
Copies to: Student's Permanent File**