

# FERPA Release Request



This form enables a student to grant a specific individual access to information from their educational record at the University of Rochester. The release is limited to the information specified below at the time of the request and is not a permanent authorization. Furthermore, this access does not permit any transactions or changes to the record.

\_\_\_\_\_  
UR ID Number

\_\_\_\_\_  
Student Last Name

\_\_\_\_\_  
Student First Name

\_\_\_\_\_  
Program of Study

\_\_\_\_\_  
School

## Authorization

Please complete the section below to specify the individual or entity who will be granted access and the specific information the authorized party is allowed to view.

\_\_\_\_\_  
Name of Individual(s) Being Authorized

\_\_\_\_\_  
Purpose of Release

## Information to be Released:

Grade report for (term): \_\_\_\_\_

Unofficial Academic Transcript

Student Employment Records

Student Conduct Records

Residential Life Records

Student Financial Account Information

Financial Aid Records

Other: \_\_\_\_\_

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

\_\_\_\_\_  
Date

**Submission Guidelines:** This form should be completed, saved, and emailed to [registrar@rochester.edu](mailto:registrar@rochester.edu) for processing from your UR or URM email address. Official email address of the student is required as a form of signature if not signed above.