

UNIVERSITY OF NEVADA, LAS VEGAS

Financial Aid & Scholarships

BOX 452016, 4505 S. MARYLAND PARKWAY, LAS VEGAS, NV 89154-2016
 PHONE: (702) 895-0636 • FAX: (702) 895-1353 • <http://finaid.unlv.edu>

STUDENT INFORMATION RELEASE AUTHORIZATION

DIRECTIONS

In compliance with the Federal Family Education Rights and Privacy Act (FERPA) of 1974, the University is prohibited from providing certain information from your student records to a third party, such as information on grades, billing, tuition and fees assessments, financial aid (including scholarships, grants, work-study, or loan amounts) and other student record information. This restriction applies, but is not limited, to your parents, your spouse, or a sponsor.

You may, at your discretion, grant the University permission to release information about your student records to a third party by submitting a completed Student Information Release Authorization. You must complete a separate form for each third party to whom you grant access to information on your student records. The specified information will be made available only if requested by the authorized third party. The University does not automatically send information to a third party.

Submit your completed form to UNLV Financial Aid & Scholarships using the contact information above. Please note that your authorization to release information has **no expiration date**; however, you may revoke your authorization at any time by sending a written request to the same address. This form allows third parties to access student record information from any University of Nevada, Las Vegas campus.

NOTE: For the third party designee you name on this form, this release overrides all FERPA directory suppression information that you have set up in your student record. **However, it is University policy not to release certain aspects of student records (e.g., registration, grades, GPA) over the phone or by e-mail.**

To complete online, open in Adobe Reader (available free at Adobe.com). Place your cursor in a field and type. Print a copy to add your signature.

SECTION A. Student information		
Name (last, first, middle initial)	Last 4 digits of Social Security number	UNLV Student ID number
Current mailing address (street or P. O. box number, apartment number, city, state, and ZIP Code)		Daytime phone number
SECTION B. Third party designee		
Name (last, first, middle initial)	Last 4 digits of Social Security Number	
Address (street or P. O. box number, apartment number, city, state, and ZIP Code)		Daytime phone number
Relation to student	E-mail address	
Please check one or more of the boxes below to grant authorization to different types of information/records: <input type="checkbox"/> Financial aid awards and estimated costs. <input type="checkbox"/> Financial aid disbursement information, including amounts. <input type="checkbox"/> Financial aid eligibility, including financial aid satisfactory academic progress status. <input type="checkbox"/> Income and other information reported on the Free Application for Federal Student Aid. <input type="checkbox"/> All information maintained by UNLV Financial Aid & Scholarships, including all examples listed above.		
SECTION C. Certification		
I authorize the above third party, named in Section B, to access the above indicated student record and/or account information. This authorization does not permit the third party to make any changes.		
Student's signature – signature must be notarized		Date
Notary Public _____ State of _____ County of _____ This instrument was acknowledged by _____ on _____		