



Registrar's Office  
P.O. Box 67  
Hiram, OH 44234  
(330) 569-5210  
Fax: (330) 569-5211

## Authorization to Disclose Academic Information

Student's last name	Student's first Name	Student ID Number
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### Annual Notice to Students

Annually, Hiram College informs students of the *Family Educational Rights and Privacy Act of 1974 (FERPA)*, as amended. This *Act*, with which the college intends to comply fully, was designated to protect the privacy of educational records, to establish the rights of students to inspect and review the educational records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with The Family Policy Compliance Office concerning alleged failures by the college to comply with the *Act*.

Information regarding FERPA can be found on the Hiram College Registrar's Office website, in the student handbook, and in the college catalog. Questions concerning the *Family Educational Rights and Privacy Act* may be directed to the Registrar's Office.

### AUTHORIZATION TO DISCLOSE ACADEMIC INFORMATION

In accordance with FERPA, the College will disclose to the individual(s) indicated below the above student's academic record information provided the College has on file the written consent of the student to do so. (A separate authorization to disclose information pertaining to a student's bill/account must be filed with Student's Accounts. A separate authorization to disclose information pertaining to a student's financial aid must be filed with the Financial Aid Office.)

1.	2.
Individual's last name      Individual's first name	Individual's last name      Individual's first name

**Please sign below and return to the Registrar's Office** if you consent for Hiram College to release the individual(s) indicated below any information pertaining to your academic records (this includes, but is not limited to midterm and final grades, term and cumulative grade point averages, academic standing, credit hours attempted and earned, and information regarding your anticipated graduation status).

Date	Student Signature
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