

Voluntary Disclosure of Educational Records

The Family Educational Rights and Privacy Act (“FERPA”) provides for the confidentiality of student records. FERPA provides that this documentation is to be kept confidential unless the student consents to the release or a specific exception is applicable. One of these exceptions allows persons within the university with a “legitimate educational interest” to access this information. Therefore, Project STEPP staff may discuss portions of your student record with university employees who have a “legitimate educational interest”. There also may be times when it is beneficial for the Project STEPP staff to discuss your needs with persons outside the university. In order to create a profile regarding the release of information from your records, please check the following as they apply to you:

Project STEPP staff *may discuss* my academic status and progress with my Vocational Rehabilitation Counselor.

Project STEPP staff *may discuss* my academic status and progress with one or both of my parents.

Mother’s Name: _____

Father’s Name: _____

Project STEPP staff *may discuss* my academic status and progress with my tutor/s or mentor/s:

Tutor/Mentor Name: _____

Tutor/Mentor Name: _____

Tutor/Mentor Name: _____

Project STEPP staff *may discuss* my academic status and progress with:

Project STEPP staff *may discuss* my academic status and progress with:

Project STEPP staff *may discuss* my academic status and progress with:

I understand that I may amend the above disclosure guidelines at any time.

Signature of Student Requesting Services

Date