



Release of Student Information to Parent/Guardian

Student Name: _____ **ID#** _____
Please Print Last First

The Family Educational Rights and Privacy Act (FERPA) regulate the disclosure of educational information. Parents lose their FERPA rights when their child turns 18, or starts attending college or postsecondary institution, whichever happens first.

Citrus College will only release information to parents with the student's consent

As an institution, Citrus College does not collect daily attendance records. Attendance records may be kept by some instructors for grading purposes, but that information is not readily available to college personnel.

I understand my educational records are private and the Citrus College will only release information on enrollment, grade, probation, graduation or related information with my consent. **This release expires exactly one year from the date signed OR it may be rescinded earlier by the student at any time.**

I hereby grant permission to release information to my parent/guardian as indicated below:

Name of Parent/Guardian Relationship

Information to be released (requires student's initials on each approved item):

- _____ Verification of Application received
- _____ Verification of enrollment (term/units)
- _____ Verification of specific course enrollment
- _____ Transcript information including grades, gpa, completion of graduation and honors.

By my signature below, I also acknowledge that this release does not authorize or entitle my parent(s)/guardian(s) to advocate or negotiate with college faculty, staff, and administrators on my behalf regarding college grades, records, disciplinary procedures, or actions related to academic standing.

Student Signature _____ **Date** _____

To rescind the Release of Information, contact the Admissions & records Office either in person or in writing.

Form received by: _____
Date received: _____

Rescind: _____	
Student Signature	Date
For Office Use Only:	
Received by: _____	
Date: _____	