



STUDENT FERPA WAIVER AGREEMENT

Student Name: _____ Date of Birth: _____

TCU ID #: _____ Phone: _____

TCU FERPA Policy:

The Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, is a federal law that requires Texas Christian University (TCU) to maintain the confidentiality of student education records. TCU accords all the rights under FERPA to students who are declared independent.

According to TCU's institutional FERPA policy, no one from outside the institution shall have access to, nor will the institution disclose any information from, a student's education records without the written consent of the student with the following exception permitted under FERPA:

- personnel within the institution*,
- officials of other institutions in which students seek to enroll,
- persons or organizations providing student financial aid,
- accrediting agencies carrying out their accreditation function,
- persons in compliance with a judicial order, and
- persons in an emergency in order to protect the health or safety of students or other persons.

*Within the TCU community, only those members, individually or collectively, acting in the student's educational interest, are allowed access to student education records. These members include all Texas Christian University personnel including University Police, faculty, advisors, administrative staff, clerical staff, and student employees within the limitations of their need to know. For more information on TCU's FERPA policy, please see <http://www.reg.tcu.edu/privacy.asp>.

If a parent/legal guardian claims the student listed above as a dependent on their federal income taxes, the parent/legal guardian may complete the "Parent/Legal Guardian Request for Access" section below, **or** the student may grant access to the parent/legal guardian by completing the "Student Authorization for Disclosure" section below.

Parent/Legal Guardian Request for Access: I request access to the educational records of the student listed above under the FERPA provision identified below:

_____ I claim this student as a dependent on my federal income tax report for the most recent tax year. I acknowledge that access requested under this provision of FERPA is only valid until the end of the current calendar year. Access must be renewed for each subsequent tax year by completing this form.

Parent/Legal Guardian Signature: _____ Date: _____

Printed Name: _____

Authorization for Disclosure: By signing this Student FERPA Waiver Agreement, I voluntarily consent to and authorize staff within TCU Student Affairs to release confidential education records and/or information about me, as specified below, to the following individuals:

Name: _____	Relationship: _____
Name: _____	Relationship: _____
Name: _____	Relationship: _____
Name: _____	Relationship: _____
Name: _____	Relationship: _____

Any records and/or information listed below will be excluded from this release of records and/or information: _____

Term: This Student FERPA Waiver Agreement is subject to revocation at any time, except to the extent that TCU Student Affairs staff has already acted in reliance on it. The student may revoke this Agreement by providing written notice of such withdrawal to the Dean of Students Office at the following address:

Dean of Students
TCU Box 297010
Fort Worth, Texas 76129
(817) 257-7926 (fax)
deanofstudents@tcu.edu

Any written revocation of this Agreement will be effective three (3) business days after receipt by the Dean of Students Office. If not previously revoked, this Agreement will terminate one (1) year from the date of execution, as listed below, by the student or other authorized person.

Signature
(Student's parent/legal guardian, if under 18)

Date

Printed Name

Relationship
(If not student)