



For office use only:

- Checked Banner for FERPA hold
- Check to see if parental went out; if yes, ok to discuss that case without form
- Sent student email with this attachment

**Authorization to Release Information**

*This release represents your written consent to disclose educational records maintained by Student Conduct to specific individuals identified below. Please read this document carefully, fill in all blanks, and initial where indicated.*

I, \_\_\_\_\_ (print name) (ID # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_), hereby authorize Rebecca Nadzadi, Assistant Dean of Students or her designee to disclose of any personally identifiable information from my education records to:

Print Name	Relationship to student
_____	_____
_____	_____
_____	_____

I am/was (circle one) a student at SUNY Oswego and hereby give my voluntary consent to Student Conduct to disclose personally identifiable information from my education records, specifically:

(please initial all that apply)

\_\_\_\_\_ Contents of Individual Disciplinary File (copies are not provided)

\_\_\_\_\_ Details about case # \_\_\_\_\_

\_\_\_\_\_ Other: (please specify) \_\_\_\_\_

I understand that under the Federal Education Rights and Privacy Act, no disclosure of my records can be made without my written consent unless otherwise provided for in legal statutes and conduct decisions.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

This authorization will remain in effect for the 2017-2018 school year unless the student requests a change in writing to Student Conduct. Students cannot be denied any educational services from SUNY Oswego for refusal to consent.