



The Family Educational Rights and Privacy Act (FERPA) Releasing Student Information

Return all Forms to the Doane Lincoln Associate Registrar's Office
303 North 52nd Street, Lincoln, NE 68504
New Century Building 2nd Floor

The Family Educational Rights and Privacy Act (FERPA) of 1974 limits access to a student's academic and financial records by a third party, including parents, spouses, or employers, without the student's written permission. Academic records include, but are not limited to, grades and course schedules. Financial records include, but are not limited to, account balances and financial aid monies. Doane's policy is not to release academic information such as grades or a student's course schedule over the phone to anyone, including the student.

FERPA does allow the College to provide the following directory information without consent: name, address, phone number, email, birth date, field of study, dates of attendance, nature of any degrees granted and dates conferred, honors and awards earned. For example, Doane releases names of graduates and degrees conferred to local newspapers and will confirm your degree to future employers. If you wish to have your directory information withheld, please contact the Registrar's Office.

FERPA outlines when information may be disclosed without a student's consent. For example, if your records are subpoenaed by the state.

I have read and understood the information above.

Student's Name: _____

ID# or SS#: _____

Signature _____

Date _____