



UW-Stevens Point students may use this form to permit their academic adviser at the University to release and/or discuss specified educational information that is otherwise protected by the Family Educational Rights and Privacy Act (FERPA) to specified third parties. **The form must be completed, signed and submitted to the adviser (by UWSP email or in-person), for each release of information requested.**

**1 Your Contact Information**

Name as it appears on your UWSP student records			
First Name	Middle Name	Last Name	
Email (UWSP, if current student)	Telephone	Student ID	Today's Date
Adviser's First & Last Name			

**2 What information do you want UW-Stevens Point to release? Be specific.**

- Academic Record (grades, enrollment history, etc.)
- Support history (advising notes, tutoring check-ins, etc.)
- Academic plan (future classes, degree requirements, etc.):
- Other (specify):

**3 To whom can we disclose this information?**

First & Last Name	Relationship to you <i>(parent, employer, spouse, etc.)</i>	Phone or Email

**4 My signature confirms I have read and understand the following:**

I understand that this is a "single use" request. This written consent overrides all FERPA restrictions I have placed on my UWSP account that would otherwise prevent the release of specific information.

I understand that I may not be notified when the above information is released to the designated recipient.

I attest that I am requesting this release of my educational record and confirm that all information entered above is accurate. I authorize my academic adviser to release this information to the designated recipient.

Signature (in pen) or submit via UWSP email account

Date