



Student Name: _____

Student ID#: _____

Office of the Registrar 36600 Schoolcraft Road • Livonia, MI 48150-1176 • (734)432-5400 • registrar@madonna.edu

Permission to Release Education Record Information (FERPA)

Madonna University will disclose information from a student's education records only with the written consent of the student, except in certain circumstances.

Authorization to Release

I authorize only the person or persons listed below to receive information

Person 1	Person 2
Name _____	_____
Phone _____	_____
Email _____	_____
Relationship _____	_____

This release is effective until a cancellation of the release has been requested by the student, or until the student graduates. Choose one of the following:

<input type="checkbox"/> I give permission for Madonna University to release the specified information to the recipient(s) listed above	<input type="checkbox"/> I wish to opt-out of the directory release of my information
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Education record information to be released

I give permission for Madonna University to release the specified information to the recipient listed above (Check all that apply)

<input type="checkbox"/> Grades and GPA - Final course grades, cumulative GPA, and academic standing. <input type="checkbox"/> Class Schedule and Course Enrollment - Courses currently enrolled, credit hours, and course history. Academic Progress and Advising Records - Satisfactory Academic Progress (SAP), major declaration, and advisor notes. <input type="checkbox"/> Attendance Records - Documented attendance or participation for enrolled courses. <input type="checkbox"/> Holds on Account - Types of holds that may block registration, transcripts, or aid. <input type="checkbox"/> Disciplinary Records (if applicable) - Findings or sanctions related to code of conduct violations. <input type="checkbox"/> Other (Specify): _____	<input type="checkbox"/> Student Account and Billing - Account balance, billing statements, charges, late fees, and payment history. <input type="checkbox"/> FAFSA Submission Status Only - Whether a FAFSA was filed and when—not the content of the application. Financial Aid awards and Packaging status - Types and amounts of financial aid received (grants, loans, scholarships). <input type="checkbox"/> Loan History (Institutional or Federal) - Loan disbursements processed by the university. <input type="checkbox"/> Scholarship Eligibility or Status – receipt and awarding of funds, eligibility criteria <input type="checkbox"/> Release all information to the listed party
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Cancellation of release

I request the authorization for the person listed below be revoked/cancelled.

Name: _____ Relationship: _____

Signature

Student Signature: _____

Date: _____