

ADMISSIONS AND RECORDS

AUTHORIZATION FOR RELEASE OF STUDENT RECORDS

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. Transcripts or verifications can only be released to third party with an Authorization to Release Information Form signed by the student (per transaction).

Student Information:

Name of Student _____
Last Name *First Name* *Mi*

Student ID Number: _____

LACCD Email: _____

Authorization:

I authorize Los Angeles Pierce College Admissions and Records Office to release the official documents indicated below to the following authorized person *presenting valid and original identification*.

Name of Authorized Person _____
Last Name *First Name* *Mi*

I am requesting to release the following Official Documents:

All Academic Records (records include: transcripts, admissions and registration information, class schedules, grades, assessment test scores, academic progress status, residency status, residency information, and any other documentation contained in the academic records)

Other (Please specify) _____

The above information may be released with my full consent. I understand that the information will not be released if I have any fees and/or obligations with Los Angeles Community College District.

Student Signature: _____ **Date:** _____

FOR ADMISSIONS AND RECORDS USE:

Received by: _____ Original valid ID verified by: _____ Date: _____