

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

I, _____ a student at Healing Hands Institute a postsecondary education institution, consent to the release of personally identifiable information from my education records or I _____ parent or guardian of a student at Healing Hands Institute under the age of 18, consent to the release of personally identifiable information from the education records of my son/daughter.

I understand that the records to be disclosed include my social security number and other personally identifiable information from my education records. I acknowledge that the purpose of the disclosure is to assist the United States Department of Education in obtaining and reporting information concerning the placement and retention of students in employment as required by section 113 of Carl D. Perkins Vocational and Technical Education Act. This information may not be re-disclosed to others and will be destroyed as soon as all statistical analysis has been performed, or when the information is no longer needed, whichever date comes first.

Our Family Educational Rights and Privacy Act Policy can be found in the School Catalog. School Catalog can be found in the student email account.

Signature of Student ____/____/____
Date

Signature of Parent/Guardian
(If under 18 years of age) ____/____/____
Date

Signature of School Representative ____/____/____
Date

RELEASE OF INFORMATION FORM (FERPA)

I, _____ authorize the release of information listed below as indicated by my initials.

Academic Progress	Initial:
Academic Transcripts	Initial:
Grades	Initial:
Externship/Clinical Documentation	Initial:
Placement Information	Initial:
Financial Aid	Initial:
Tuition and Fees (Ledger Card Information)	Initial:
Other	Initial:

The information that I have indicated above may be released to the following person(s) from this date until specifically revoked by me or on the date of my graduation, whichever comes first.

Name	Relationship	Phone Number

Student Signature: _____ Date: _____

Student Phone Number: _____

The registrars must ensure that only the items initialed by the student are released to the person(s) listed above and that the original of this form is maintained in the student's academic file.