



ST. MARY'S
UNIVERSITY

Consent to Disclose Education Records

Registrar's Office • One Camino Santa Maria • San Antonio, Texas 78228-8576
210-431-6789 • registrar@stmarytx.edu • www.stmarytx.edu/registrar

Printed Name of Student: _____ Student ID Number: _____

The Office of the Registrar at St. Mary's University maintains education records for all currently enrolled and former students. Student education records are governed by the provisions of the Family Educational Rights and Privacy Act (FERPA) of 1974, as amended. This consent shall be considered as a waiver of any and all of my rights and/or privileges as provided under FERPA. This authorization can be revoked by me at any time with written consent to the Office of the Registrar.

By signing this form, I permit the following parties access to my education records:

Print Name: _____ Relationship: _____

Print Name: _____ Relationship: _____

Print Name: _____ Relationship: _____

By signing this form, I permit the following education records to be released to the parties indicated above:

- Academic Transcripts
 Grades/GPA
 Class Attendance
 Schedule
 Disciplinary Records
 Other (please specify): _____

I understand that by submitting this form I have waived my privacy rights under the Family Educational Rights and Privacy Act (FERPA) as they would apply to the parties indicated above. This consent form is only utilized by the Office of the Registrar and is only valid for the release of education records.

I understand that this authorization will expire 90 days after execution of the release.

By signing this consent form, I knowingly and willingly waive all privacy and confidentiality rights to which I am entitled under FERPA. I further agree to hold St. Mary's University, its officers, employees, representatives, agents, and assigns free and harmless from any and all lawsuits or cause of action which may arise as a result of this authorization.

Student's Signature: _____ Date: _____

Witnessed By: _____ Title: _____

THIS FORM MUST BE PRINTED, HAND-SIGNED AND DELIVERED TO THE OFFICE OF THE REGISTRAR WITH YOUR ST. MARY'S ID CARD. ALTERNATIVELY, THIS FORM MAY BE SUBMITTED ELECTRONICALLY IF NOTORIZED.