



University of Pittsburgh | Bradford

Student Information Release

I grant permission for members of the University of Pittsburgh at Bradford faculty, staff, and administration to release information, upon request, pertaining to my student records (academic, disciplinary status, billing information, financial aid etc.) to those person(s) listed below. This includes information pertaining to student classification, grades, and compliance with academic and institutional policies and procedures. This release remains effective as long as I am enrolled as a student at the University of Pittsburgh at Bradford or until I otherwise notify the Enrollment Services Office.

Must complete in ink

Student's name

Student ID

Signature of Student

Date

Name(s) and relationship of individual(s) who may receive information pertaining to the above-mentioned student

Address

Email Address

Phone Number

Enrollment Services - 300 Campus Drive - Bradford, Pennsylvania - 16701-2898
814 / 362-7602 - www.upb.pitt.edu

RELEASE OF INFORMATION TO PARENTS OF STUDENTS

The Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, states that when a student begins attending a college or university, the rights previously accorded to the parents shall be accorded to the student. While a student is in secondary school, the parents of that student have generally free access to information about their child. However, once a child reaches the age of 18 or goes to college, the rights of the parent's to the information are passed to the student.

The University may release information to the parents of a student, without the student's written consent, only if the student is a dependent as defined in Section 152 of the Internal Revenue Code of 1954. The payment of a student's tuition by the parent does not, by itself, give the parent the right of access to a student's record.

The faculty, staff, or administration of the University of Pittsburgh at Bradford may disclose information to parents of dependent children (or other parties as indicated) by one of the following procedures:

1. By obtaining the student's written consent. The completion of this form will allow faculty, staff, or administration of the University of Pittsburgh at Bradford to disclose copies of scholastic and other records to those parties listed by the student. This form will be kept on file in the Enrollment Services Office.
2. By submission of a copy of the first page of a parent's income tax return which shows that the requesting parent has indeed claimed the student as a dependent on the most recent tax return. The Enrollment Services Office requires only the front page of the return and the parent(s) may delete the actual financial information. Where the parents are divorced, we will accept a copy of a court decree (or a Settlement Agreement incorporated into the court decree) which gives one party or the other the right to claim a certain child as a dependent for income tax purposes.

Federal law clearly states that the student must be claimed as a dependent and not just that a parent is assisting in the costs of education of the student.

Parents complying with one of the above procedures may have access to the records of their dependent children.