



“PRIVACY ACT” RELEASE FORM

The Family Rights and Privacy Act of 1974 (Buckley Amendment) limits the type of information the Registrar's Office can release to third parties.

Therefore, information regarding grades and grade point averages can be released only to the student. Since an individual's identity cannot be verified by telephone, no information regarding grades can be given over the phone.

In accordance with the Family Educational Rights and Privacy Act, we cannot release student information to parents or guardians without written consent of the student, or unless the student is a dependent of the parent as defined in Section 152 of the Internal Revenue Code. Adequate documentation of dependent status is required. A copy of the parent's latest federal income tax form would be sufficient documentation of dependent status.

This form must be signed in the presence of an
Alabama Southern Community College official
AND submitted to the Registrar's Office.

IF STUDENT DOES NOT HAVE THIS FORM ON FILE OR ADEQUATE DOCUMENTATION OF DEPENDENT STATUS IS NOT PROVIDED, GRADE INFORMATION WILL NOT BE RELEASED.

I hereby give consent to the Registrar's Office or its representative to release grade information directly relating to me to my parents or guardians.

Student Name (Printed): _____
 Last First MI

Student Signature: _____

Student Social Security Number: _____

Parent/Guardian Name (Printed): _____
 Last First MI

Parent/Guardian Signature: _____

Parent/Guardian Name (Printed): _____
 Last First MI

Parent/Guardian Signature: _____

ASCC Official Signature: _____ Date: _____