Tulane University

AUTHORIZATION FOR RELEASE OF INFORMATION

In accordance with the Family Education Rights and Privacy Act of 1974 (FERPA), also known as the Buckley Amendment, Tulane University does not disclose student records without prior consent of the student.

My signature on this release form permits the University to discuss my records as indicated with the person(s) named below. The following records may be released (select one):

- [ ] Academic Records
- [ ] Financial Aid Records
- [ ] Accounts Receivable Records
- [ ] Student Affairs Records, including student conduct
- [ ] Other, please specify ______________________________

* This release does not apply to Campus Health records. Release of medical records occurs after treatment is provided and requires execution of the Authorization for the Release of Confidential Health Information. To learn more about privacy and confidentiality visit https://campushealth.tulane.edu/policies/confidentiality.

Purpose of Disclosure:
- [ ] Personal
- [ ] Academic
- [ ] Legal

This Authorization remains in effect until revoked by me in writing.

Name: ______________________________
Signature: ______________________________
Tulane ID #: ______________________________ Date: ______________________________

You may release information from my records to:

1. Name: ______________________________ Relationship: ______________________________

2. Name: ______________________________ Relationship: ______________________________

3. Name: ______________________________ Relationship: ______________________________

Return completed form, in person along with Tulane ID, to the relevant office:

<table>
<thead>
<tr>
<th>Record Requested</th>
<th>Office to return form to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Records</td>
<td>Academic Advising Center; 100 Mussafer Hall</td>
</tr>
<tr>
<td>Full-time Undergraduates</td>
<td>School of Professional Advancement; 125 Gibson Hall</td>
</tr>
<tr>
<td>SoPA Students</td>
<td>School or program office</td>
</tr>
<tr>
<td>Graduate Students</td>
<td>Financial Aid Office; Science &amp; Engineering Lab Complex (2nd Floor)</td>
</tr>
<tr>
<td>Financial Aid Records</td>
<td>Accounts Receivable Office; 35 McAlister Drive, Suite 103 (Phelps House)</td>
</tr>
<tr>
<td>Accounts Receivable Records</td>
<td>Lavin-Bernick Center for University Life; Garden Level Room G03</td>
</tr>
<tr>
<td>Student Affairs Records</td>
<td></td>
</tr>
</tbody>
</table>

Students residing outside of New Orleans may call the relevant office to request an alternative submission method for this form.