



Division of Student Affairs

Office of Student Financial Aid

CONFIDENTIAL STUDENT FINANCIAL AID DATA DISCLOSURE*AND RELEASE FORM

Family Educational Rights & Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a Federal law designed to protect the privacy of a student's education records. The law applies to all schools which receive funds under an applicable program of the U. S. Department of Education. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student, or former student, who has reached the age of 18 or is attending any school beyond the high school level. Students and former students to whom the rights have transferred are called eligible students.

Generally, schools must have written permission from the parent or eligible student before disclosing and/or releasing any information from a student's record. However, the law allows schools to disclose records, without consent, to the following parties:

- School employees who have a need to know;
- Other schools to which a student is transferring;
- Certain government officials in order to carry out lawful functions;
- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for the school;
- Accrediting organizations;
- Individuals who have obtained court orders or subpoenas;
- Persons who need to know in cases of health and safety emergencies; and State and local authorities, within a juvenile justice system, pursuant to specific State law;
- The parent(s) of any student if the student is a dependent of the parent(s) as defined by the Internal Revenue Service.

A postsecondary institution does not have to permit a student to inspect and review education records that are financial records, including any information those records contain, of his or her parents.

Please complete this form to give SUNY Downstate, Office of Financial Aid consent and instruction on the disclosure of your personally identifiable information from the school's education records.

Your name _____

Type of records that you consent to be disclosed: _____

Purpose of the disclosure: _____

Identify the party/class of parties to whom the disclosure may be made:

Your signature _____

Date _____

*"Disclosure" means to permit access to or the release, transfer, or other communication of personally identifiable information contained in education records to any party, by any means, including oral, written, or electronic means."