

UNIVERSITY of ALASKA ANCHORAGE

Enrollment Services • 3211 Providence Drive • Anchorage, AK 99508 • 907-786-1480, option 5

Authorization to Release Education Record Information

The "recipient" is the person you allow the university to talk to about your school records. Enter their name, relationship to you, phone number and email address below. The recipient must be a person, not an organization.

Requested by (student):

Full name: _____

UA student ID: _____

Release to (recipient):

Full name: _____

Relationship to student: _____

Recipient's phone number: _____

Recipient's email address: _____

Reason/purpose of this release is: _____

I give permission for the University of Alaska Anchorage to **discuss** the selected items below with the recipient listed above. While this form allows UAA to discuss my record, I understand that it does not **require** them to do so, nor does it allow anyone to conduct business or to pick up official documents (like a transcript or diploma) on my behalf. I acknowledge that I should never share my UA login information with anyone to protect my personal information and the integrity of my academic record. I understand that I do not need to submit this form to UAA if I have already submitted UAF's or UAS's FERPA release form to one of those universities. I understand that if I have previously submitted a similar form to UAF or UAS, there is no need for me to provide another one to UAA. This authorization remains valid until I formally revoke it in writing to the UAA Registrar's Office.

ACADEMIC RECORDS

Includes courses taken, grades received, GPA, academic progress, honors (including Chancellor's and Dean's Lists), transfer credit awarded and degrees awarded.

ACCOUNTING

Includes tuition and fee balances, financial holds, mailing and billing address information, payment plans, accounting statements, collections information and detailed debt information.

ADMISSIONS

Includes date of application, program selected, documents received, documents pending, date of admission, admission status and conditions of admission (if any), catalog year and correspondence sent to student. This applies only to a student who is currently attending or previously attended UAA.

BUDGET FORECAST – NEED SHEET

CARE TEAM (UAA Behavioral Intervention Team)

Information related to the Care Team's Coordination of services that are designed to support student needs through internal or community referrals, interventions, and follow-up services related to mental health and wellness, relationship conflicts, personality and social adjustment issues, physical wellbeing, and advocacy.

FINANCIAL AID

Includes all general financial aid information. Due to federal restrictions, information derived from a student's FAFSA application is restricted to limited individuals for specific purposes, even with authorization from the student.

RECORDS

Includes current enrollment (including days, times and location of enrolled courses), dates of enrollment activity (including add/drop/withdrawal dates), enrollment status (full-time or part-time), residency status, semesters attended and mailing address information.

ALL ITEMS ABOVE

Student Signature

Date

This form can be printed and emailed directly to uaa.registration@alaska.edu with a copy of your photo ID or submitted in person at the Enrollment Services Center.