PITT Community College

NOTICE
This Form replaces **ALL** previous FERPA forms on file.

PITT COMMUNITY COLLEGE
FERPA RELEASE FORM

WHAT IS FERPA?

In general, the Family Educational Rights and Privacy Act of 1974 prohibits the access and release of student educational records without the student's written consent if the student is 18 years or older. By signing this form, the student allows Pitt Community College to release records to parents, and/or grandparents, and/or spouses, and/or guardians, and/or others.

I, _____ *(print or type full name)* the undersigned, hereby authorize Pitt Community College to release the following educational records upon request to the designated individuals or entity below *(check all that apply)*:

- ☐ All financial records
- ☐ Academic records/transcripts
- ☐ Student conduct records
- ☐ Other educational records *(please specify)*:_____

PCC ID No.:	SS No. only if PCC ID No. is not available:

I understand that if I am under 18 years old, Pitt Community College can release educational records to parents and legal guardians regardless of my consent.

_____ Student's Signature *(required)*

_____ Date

Designated Individuals/Entities:

Name:	
Address 1:	
City/State/Zip:	
Phone/Cell:	

Relationship *(check one):*

☐ Parent ☐ Grandparent ☐ Guardian ☐ Spouse ☐ Other

Return Signed FERPA Release Form in ONE of the 3 Ways Listed Below:

1. Return by email to registrar@my.pittcc.edu from your student email address
2. Mail to Pitt Community College Registrar's Office, PO Drawer 7007, Greenville, NC 27835
3. Deliver in person to the Registrar's Office in the Goess Student Center, Room 100.