



SMITH COLLEGE

CONSENT TO RELEASE INFORMATION TO PARENTS

The federal Family Educational Rights and Privacy Act of 1974 (FERPA) is designed to protect the privacy of and limit access to the educational records of students. The college may not share educational records without the express written consent of the student, except as specified in the law. All higher educational institutions in the United States are subject to this law. Smith College's policy on privacy and access to records is published in the Student Handbook and at the registrar's office website at <http://www.smith.edu/registrar/privacy.php>.

FERPA does allow for the release of information to parents of dependent students as demonstrated by evidence that at least one parent declares the student as a dependent as defined by the Internal Revenue Service. In such cases, it is the policy of the college to notify both the student and her parents in writing of probationary status, dismissal and certain academic warnings. In communications with parents concerning other matters, it is normally college policy to respect the privacy of the student and not to disclose information from student education records without the prior consent of the student. At the request of the student, such information will be provided to parents and guardians.

Sometimes students and parents can become frustrated by the college's inability to share records, especially financial and academic information. We therefore offer an opportunity to students to sign a release form granting the college permission to share educational records with parents or guardians. Under the law the college cannot require a student to grant such permission, but we do encourage students to let us know that we have their permission to share information with their parents. By signing this release form, the college may disclose records to your parents. You have the right to revoke the permission granted here at any time by notifying the Office of the Registrar in writing.

Name of Student: _____ Smith ID: _____
(Please Print)

I hereby grant permission to Smith College to release information from my educational records to my parents or guardians. This permission will remain in effect until I graduate from the college unless I revoke it in writing.

Student's Signature

Date

If you wish to grant this waiver, please return completed form to:

**Office of the Registrar
Smith College
College Hall Room 102
Northampton, MA 01063**

Form processed by: _____ Date: _____
(Signature of Registrar Staff)