Permission to Release
Student Record Information

Subject to certain exceptions set forth in the Federal Family Education Rights and Privacy Act (FERPA) of 1974, Parkland College will not provide personally identifiable student information (including but not limited to grades, billing, tuition and fees assessments, financial aid and other student records) to third parties absent the student’s consent. Third parties include parents, spouses and third-party designees.

I, ____________________________, Parkland Student ID: ______________________ give permission for Parkland College to release the following information to (please print):

1) __________________________________________
2) __________________________________________
3) __________________________________________

upon written, notarized request or in-person with proper identification.

The items listed below may be released per this permission form. (Check all that apply.)

☐ Financial Aid Information
☐ Course Schedule
☐ Grade Report
☐ Tuition Bill
☐ Academic Progress
☐ Other________________________________________

I understand that this release is valid for the duration of my enrollment at Parkland College, or until it is amended or revoked by me in writing.

Please initial the following:

I have read this form carefully and understand the implications of releasing my educational record.

Student’s Notarized Signature: ____________________________ Date: ________________________

State of Illinois
County of ____________________________

_____________________________ ________________________
(Signed and sworn (or affirmed) to me on: ________________________ by: ________________________

(Name of person making statement)

Signature of Notary Public

Parkland College Office Use Only

Updated by: ____________________________ Date: ________________________