



**AUTHORIZATION TO RELEASE STUDENT INFORMATION FOR AVENUE SCHOLAR STUDENTS ONLY**  
**Academic, Financial Aid & Student Account information is available on student My Services Account.**

The Family Education Rights and Privacy Act of 1974 (FERPA), as amended, requires a written and dated consent from MCC students before disclosing personal identifiable information from a student’s education/financial records to a third party in most circumstances. Under FERPA, Metropolitan Community College reserves the right to withhold such information from a third party unless a current valid release is on file.

**This Authorization to Release Information has no expiration date; however, you may cancel it at any time by sending a written request to the MCC Record office.** Pursuant to its FERPA compliance policy, MCC may release “Directory Information,” as defined in the Act and College Policy, without student consent unless the student has specifically requested, in writing, that such information be withheld.

Name: \_\_\_\_\_ MCC ID#: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip Code

Phone Number(s) \_\_\_\_\_  
Home Work Cell

Date of Birth: \_\_\_\_\_

**I authorize Metropolitan Community College to release the following:**

- Grades, GPA, student ID Number, class participation or attendance, class schedule, test assessments/scores
- Billing statements, charges, credit, payment, past due amounts, and/or collection activity
- Financial aid awards, application data, disbursements, eligibility, financial aid satisfactory academic progress
- All of the above

**May release information to AVENUE SCHOLARS**

May release information to other(s) (if applicable)

\_\_\_\_\_  
Name Relationship

\_\_\_\_\_  
Name Relationship

**By submitting this form, I have authorized permission to release information as indicated above.**

<b>FINANCIAL AID</b>
Processed by _____
Date _____

<b>RECORDS</b>
Posted by _____
Date _____

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signed & Printed Name of MCC staff or authorized Avenue Scholars Staff: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_