

# BYU Independent Study FERPA Permission Request Form

The Family Educational Rights and Privacy Act (FERPA) is a federal law that affords parents the right to have access to their children's education records, the right to seek to have the records amended, and the right to have some control over the disclosure of personally identifiable information from the education records. When a student turns 18 years old, or enters a postsecondary institution at any age, the rights under FERPA transfer from the parents to the student ("eligible student"). The FERPA statute is found at 20 U.S.C. § 1232g and the FERPA regulations are found at 34 CFR Part 99.

When the student turns 18 years old, or enters a postsecondary institution at any age, the rights under FERPA transfer from the parents to the student. If the student is enrolled in BYU Independent Study's high school courses and is 18 years old or older **or** is enrolled in BYU Independent Study's university courses, regardless of age, we cannot release educational records to anyone other than the student. Parents, spouses, siblings, or friends do not have access to the student's educational records unless the student provides signed permission granting a specified person rights to access his or her records. However, if the parent can provide proof that the student was claimed as a dependent in the previous income tax year, the parent may have access to the student's educational records.

If the student is willing to give permission to a specified person to access their confidential educational records (grades, financial information, etc.), the following form must be filled out and submitted to BYU Independent Study.

Student's Name (include all names ever used):

Student's BYU Net ID:

\_\_\_\_\_

\_\_\_\_\_

Student's Address:

Phone:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Birth date (mm/dd/yy): \_\_\_\_\_

Name of Person(s) to Be Given Permission to Access Student's Educational Records:

Relationship: \_\_\_\_\_

\_\_\_\_\_

Signature of Student:

Date:

\_\_\_\_\_

\_\_\_\_\_

If the student was claimed as a dependent for the previous income tax year, please attach proof of this and check the box below. The student's signature is not necessary, but the name of the applicable parent(s) or guardian(s) must be included above.

I have attached proof that as the legal parent or guardian, the student was my dependent for the previous income tax year.

**Please send this form to:**

BYU Independent Study  
120 Morris Center  
Provo, UT 84602-0300

**Or fax this form to:**

801-422-0102

\* This release is valid until revoked. To revoke authorization, the student must provide a written statement.