

**AUTHORIZATION TO RELEASE FINANCIAL INFORMATION**

The Family Educational Rights and Privacy Act (FERPA) of 1974 is designed to protect the privacy of a student's educational records. These confidential records include financial aid, scholarship and billing/account information, and will not be released without written consent from the student. By signing this form, the student authorizes university personnel to release confidential information to designated person(s).

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Student Name: \_\_\_\_\_

Student WSU ID Number: \_\_\_\_\_

I authorize the University Receivables Office, Administrative Services, and/or the Office of Student Financial Aid & Scholarship Services at Washington State University to discuss confidential account information for the purposes of understanding and meeting university related financial obligations with me (the student) as well as the person(s) listed on this form.

I understand that the person(s) listed on this form will have access via telephone, in person, or mail to information that may include the following:

- My financial aid and scholarship records, including processing and eligibility status as well as award types and amounts. This information will not include specific parental income or asset information.
- My university tuition billing account and statements, including credits and debits posted to that account and any refund amounts I may have received.
- My university housing and dining account, which may include amounts owed as well as amounts paid.
- My CougarCASH account information.

This authorization form does not allow the university to release specific academic information. Requests to release academic information will be handled by the Registrar's Office.

Name(s) of people to release information to: (Please print)

\_\_\_\_\_  
\_\_\_\_\_

Authorization Password \_\_\_\_\_

(Please limit the password to one printed word. The authorized person(s) will be expected to know this information.)

***This authorization will remain in effect until revoked in writing by the student.***

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