



Office of the Registrar
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FERPA AUTHORIZATION TO RELEASE ACADEMIC INFORMATION

In accordance with the Family Educational Rights and Privacy Act (FERPA), it is necessary for Grace Christian University to have written consent from a student prior to releasing information from the student's academic records to most sources outside the university. The exception to this situation is directory information.

I give one-time permission for Grace Christian University to release information concerning my academic records to the person or organization listed below:

Person or Organization's Name: _____

Address to send to: _____

City, State, Zip: _____

Person or Organization's Phone Number: _____

Document(s) to Release: _____

Student's Name (Printed)

Student's Signature (not electronic) Date

Student's Phone Number:

Campus (circle one): UG On Site UG Online Graduate Online

RETURN THIS FORM TO THE REGISTRAR'S OFFICE

IN PERSON: Jack T. Dean Academic Center Registrar's Office Front Desk
EMAIL: onlineregistrar@gracechristian.edu
FAX: 616-530-7763 **PHONE:** 616-538-2330