

PEPPERDINE UNIVERSITY

Pepperdine University's Student Records Policy, in accordance with the Family Educational Rights and Privacy Act (FERPA), maintains that the student records are confidential and may be released only under certain circumstances. This policy applies to student account information as well.

FERPA gives the University the discretion to release information from a student's records to the person(s) for whom the student is a dependent for federal income tax purposes, unless the student has submitted credible evidence of nondependency. A student may also give written consent to permit the University to release information to specific persons. **If you would like to provide us with this written consent, please complete the form on the back of this letter and return it to:**

**Office of Student Accounts
Graduate School of Education and Psychology
Pepperdine University
6100 Center Drive
Los Angeles, CA 90045**

A copy of the Student Records Policy may be obtained by contacting the University Registrar's Office or by visiting the Registrar's website at:
<http://www.pepperdine.edu/registrar/policies>

STUDENT RECORDS RELEASE CONSENT

Pursuant to the provisions of paragraph (F)(1) of the Student Records Policy for Pepperdine University, I hereby give my consent to the Office of Student Accounts to release information to and discuss my student account with the following persons:

	Name	Relationship to student
1.		
2.		
3.		
4.		

The abovementioned person(s) has/have my consent to inspect, review, and/or obtain copies of my student account records pursuant to the limitations of paragraphs (F)(4) and (F)(5) of the Student Records Policy.

Student ID Number: _____

Name (printed): _____

Signature: _____

Date: _____

OFFICE OF STUDENT ACCOUNTS

Graduate School of Education and Psychology ~ Pepperdine University
6100 Center Drive ~ Los Angeles, CA 90045 ~ 310.568.5588 ~ fax 310.568.2399