

**STUDENT CONSENT TO RELEASE EDUCATIONAL RECORDS  
MONMOUTH COLLEGE**

The Family Education Rights and Privacy Act of 1974, as amended, prohibits post secondary educational institutions from disclosing education records to most third parties, including parents, without the student's written consent or proof of dependent status as provided by the Internal Revenue Service code. Monmouth College will release student education records to parents with a signed written consent by the student (consent form below) or a copy of the parent federal income tax return for the current tax year. Monmouth College will release student education records to other third parties only with the written consent of the student.

**I VOLUNTARILY CONSENT TO THE RELEASE OF MY EDUCATION RECORDS. I UNDERSTAND THAT:**

1. This consent will remain effective until I rescind it in writing.
2. Any education record will be released to the third party or the parent on file, upon request, by United States mail at the address that I have specified as an address of my parent or third party, or in person provided that the individual making the request positively identifies him/herself as an individual identified by my records as a parent or the third party of record.
3. With respect to my parents this consents overrides any order I have filed for the non-disclosure of directory information.
4. I am not required by law or college policy to give this consent. This consent is voluntary.
5. I am required to state the purpose of the disclosure.

Student ID# \_\_\_\_\_

Name \_\_\_\_\_  
Print

Name of Parent(s) \_\_\_\_\_

Name \_\_\_\_\_  
Signature

Date \_\_\_\_\_

Name of Third Party \_\_\_\_\_  
(if applicable)

State purpose of disclosure: (use back if necessary)

**MAIL COMPLETED FORM TO: Office of Student Affairs 700 E. Broadway Monmouth College  
Monmouth, Illinois 61462**