



THE UNIVERSITY OF  
**TENNESSEE**  
KNOXVILLE

**Current or Former Student WAIVER OF PRIVACY RIGHTS and  
AUTHORIZATION to RELEASE DISCIPLINARY INFORMATION (FERPA form)**

Current or Former Student Name: \_\_\_\_\_

Student Identification Number: 000- \_\_\_\_\_  
Social Security Number may **not** be used for identification purposes

Month and Year of Birth: \_\_\_\_\_

Current Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

I, \_\_\_\_\_, hereby waive my privacy rights (pursuant to the **Family Educational Rights and Privacy Act** of 1974), and authorize the office of Student Conduct & Community Standards at the University of Tennessee to release and/or discuss information regarding my student disciplinary record. This waiver shall be considered **valid for one calendar year** from the date noted by my signature below unless revoked, in writing, prior to such date. Such information may be released and/or discussed with the individual(s) listed below only.

The person(s) listed below must provide the current/former student name and secret word before a Student Conduct & Community Standards staff member may release and/or discuss the student disciplinary record; a Social Security Number may not be used for identification purposes.

\* This form must be submitted in person by the current/former student to 405 Student Services Building, by mail to the address below, or by email to: studentconduct@utk.edu from the current/former student's email.

Name(s) of authorized recipient(s): \_\_\_\_\_  
\_\_\_\_\_

Relationship (self, parent, attorney, etc.): \_\_\_\_\_

Secret word for third party release: \_\_\_\_\_  
Secret word must be provided by above-named recipient(s) (if a third party) prior to release of information via telephone

Recipient's contact information  
(phone number, email, mailing address, etc.): \_\_\_\_\_  
\_\_\_\_\_

General purpose for release of information:  
 Access to complete disciplinary file  
 Other: \_\_\_\_\_

Current/Former Student Signature \_\_\_\_\_  
**(actual signatures only – digital thumbprints not accepted)**

Date \_\_\_\_\_

Staff Signature \_\_\_\_\_

Date \_\_\_\_\_

Updated 8/28/15

*This document/electronic communication contains personally identifiable information from a student's educational record. It is protected by the Family Educational Rights and Privacy Act (20 USC § 1232g) and may not be re-released, or used for any purpose other than that for which it was intended, without the consent of the student.*

**Student Conduct & Community Standards**  
405 Student Services Building, Knoxville, TN 37996-0245  
studentconduct@utk.edu 865-974-3171 student.conduct.utk.edu

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Flagship Campus of the University of Tennessee System