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 Date
(actual signatures only – digital thumbprints not accepted)

Updated 10/17/2019

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 studentconduct.utk.edu