



For Office Use Only:

Student System Updated: Y N Circle One.

Initials of Processor: \_\_\_\_\_

Processed Date: \_\_\_\_\_

THIRD PARTY RELEASE OF INFORMATION

Last Name

First Name

Middle Initial

UTD ID

The Family Education Rights and Privacy Act of 1974 provides privacy protection of a student’s academic record and limits the release of such records without the student’s consent. The Act further provides that the University may disclose such records to a third party with the student’s written consent.

**DECLARATION:**  
The student whose signature appears below has authorized release to the following Third Party for the specified record:

Name of third party individual or company/organization: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Records authorized for release: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

STUDENT’S DECLARATION:

I acknowledge I am aware of this request to release my records to the Third Party specified above. **I UNDERSTAND THIS AUTHORIZATION IS VALID ONE TIME FOR A SINGLE RELEASE OF INFORMATION.** I further release The University of Texas at Dallas, its Trustees, Officers, Employees, including Dr. Karen Jarrell, University Registrar, Agents or Assigns, from any and all liability for release of the above named records/information.

Student’s Signature

Date

For Office Use Only:

Date of release: \_\_\_\_\_

Additional Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Department

Releaser Initials

With few exceptions you are entitled, on your request, to be informed about the information UT Dallas collects about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review the information. Under Section 559.004 of the Texas Government Code, you are entitled to have U.T. Dallas correct information about you that is held by us and that is incorrect. Be assured your UTD records are protected from unauthorized disclosure by federal law.

Your UT Dallas identification number is requested as it is a unique identification number maintained to assure the correct student record is being updated, for tracking purposes and for state and federal report requirements. The disclosure of such information is voluntary. Your disclosure of your UTD identification number will be governed by the Public Information Act (Chapter 552 of the Texas Government Code).