

**EXCELSIOR COLLEGE STUDENT  
PRIVACY RELEASE**

Excelsior College complies with the Family Educational Rights and Privacy Act which requires that institutions limit disclosure of information from student's records to third parties.

I authorize Excelsior College to release any information about my academic records, which includes receipt of transcripts, content of transcripts, classification of courses towards the Excelsior College degree, remaining requirements for the Excelsior College degree, and other confidential academic information.

Name or title of Individual(s) to whom disclosure may be made:

This disclosure of information is for the purpose of providing advisement service toward my academic progress.

Name of Student (print or type):

Signature of Student:

Student ID# (SSN):

Date:

The release of this information is controlled by the **Family Educational Rights and Privacy Act of 1974 as Amended** (Buckley Amendment).

Any disclosure of Education Records authorized under this Policy (whether with or without student consent) shall be made on the conditions that the recipient shall not redisclose the Education Records without the student's written consent or authorization as required herein, and shall not permit or condone any unauthorized use.

Please return this release to: Excelsior College Office of Registration and Records, 7 Columbia Circle, Albany, NY 12203-5159.