



University Student Records

FERPA Release Form

Submitting Instructions: Send the completed form, by NMSU email, to University Student Records at records@nmsu.edu or by fax to (575) 646-1579. For questions or additional information on this form please call (575) 646-3411

The Family Educational Rights and Privacy Act (FERPA) establishes certain rights for students regarding the privacy of their educational record. Students may choose to complete and submit this "FERPA Release Form" to allow access or release of their educational records.

I. Student Information

Name: _____
Aggie ID: _____
Date of Birth: _____
Email: _____
Current Address: _____

II. Authorization

I, _____ (full name) certify that I am the student to whom the request for education records pertains. I am requesting access to my own education records. My request for records is specifically for _____.
(types of records requested). The purpose of this request is _____
(brief description of reason for the release).

I hereby authorize New Mexico State University ("NMSU") to disclose the records requested to:

Name: _____
Address: _____

Email: _____
Phone: _____

III. Signature

This release is limited to a single use and applies only to the information requested at this time. Any subsequent requests will require a separate FERPA release completed and signed by the student.

Signature of Student

Date