

**SANTA ANA COLLEGE FINANCIAL AID OFFICE**  
**THIRD PARTY RELEASE FORM 2014-2015**

Authorized Release Code: \_\_\_\_\_

(Code will be assigned to the student by FA staff when the student turns in this complete form)

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Student Social

\_\_\_\_\_  
Student ID

The Family Educational Rights and Privacy Act of 1974 (FERPA) was enacted to protect the privacy of educational records, to establish the right of students to inspect and review their education records and to provide guidelines for the correction of inaccurate or misleading statements.

FERPA prohibits agencies and educational institutions from releasing confidential information about a student without the student's consent unless they are releasing that information to provide financial and award information to federal, state and campus personnel who have a legitimate need to know this information. Records may be released to a third party, including a parent or guardian, only after receiving student authorization.

If you wish to allow a third party access to your confidential financial or award information, please complete the information below. This form may only be submitted **in person** and you must show a picture ID upon request.

**Program:**

☐ Pell Grant      ☐ SEOG      ☐ FWS      ☐ Direct Sub Loan      ☐ Direct Unsub Loan

☐ Cal Grant      ☐ BOGW      ☐ Other \_\_\_\_\_      ☐ All programs

**Third Party Release**

I authorize the Santa Ana College Financial Aid Office to release my confidential financial and award information to the following person who has my Authorized Release Code.

Name of Third Party: \_\_\_\_\_  
Last First Middle Initial

Address: \_\_\_\_\_  
Street Number City State Zip

Relationship: \_\_\_\_\_

I understand this consent release will expire on June 30<sup>th</sup>, 2015.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

If you wish to cancel the right of a third party access to your confidential financial and award information, please complete the box below.

**Cancellation of Consent for Third Party Release**

I wish to cancel my authorization for the Santa Ana College Financial Aid Office to release my confidential financial and award information to the following person:

Name: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_  
Street Number City State Zip

Relationship: \_\_\_\_\_

I understand this cancellation is effective on the date received by the Financial Aid Office.

\_\_\_\_\_  
Student Name (Print)

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Student's Soc.Sec.No

\_\_\_\_\_  
Student's SAC ID

\_\_\_\_\_  
Date