

# Permission to Access Student Records Form

## Student Information

Student Name:

Student ID:

Date of Birth:

## Authorized Representative

Name of Person/Organization:

Relationship to Student:

## Records to be Accessed

- Grades/Transcripts
- Attendance Records
- Disciplinary Records
- Other (please specify):

Purpose of Access:

Duration of Permission:

Signature of Student (or Parent/Guardian):

Date:

Submit