OFFICE OF STUDENT RECORDS
DUAL ENROLLMENT/EARLY COLLEGE RELEASE OF INFORMATION (FERPA)

In accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA), when a student reaches the age of 18 or is attending an institution of post-secondary education at any age, the rights of access to student records "transfer from the parents to the student" and the student as the sole right to his/her educational records – UNLESS the parents submit verification that they claimed the student as a dependent on their most recent Federal Income Tax return OR the student submits written authorization to release information to their parents to the Office of Student Records.

Student Name: _____ **Birth Date:**_____ **Academic Year:** _____

We hereby give permission for the following information to be released to the entity indicated on this form:

- Grade Reports
- Attendance
- Admission Information
- Registration for Courses
- Verifications
- Academic Misconduct (Disciplinary)
- Billing (amounts, due dates, status of account)

High School Name: _____

High School Address: _____

Parent/Guardian Name(s): _____

Parent Address: _____

By signing this form, we understand that we are authorizing Greenville Technical College (GTC) to release the indicated information above to a parent/guardian and/or designated early college official(s) of the high school specified. We further give permission to the designated early college official(s) of the high school above to register, withdraw, and adjust academic courses as necessary for the student. We understand this form will remain in effect from the date signed until revoked in writing by the parent, or the student is no longer enrolled as a dual enrollment/early college student at GTC.

Parent/Guardian Signature(s): _____ **Date:** _____

Student Signature: _____ **Date:**_____

This form is to be submitted with the Declaration of Legal Presence, Photo Identification and High School Transcript via an online upload form provided to the student by their designated early college official(s).

Click here to print your completed form, then parent and student should sign and submit as indicated.