

4225 University Avenue  
Columbus, Georgia 31907-5645

*Military Enrollment*  
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**THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974  
(FERPA)  
Notice to Students**

\_\_\_\_\_  
Student Name (Please print)

\_\_\_\_\_  
CSU ID#

Annually, Columbus State University informs students of the Family Educational Rights and Privacy Act of 1974, as amended, through the publication of the university catalog. This Act, with which the institution intends to fully comply, was designated to protect the privacy of educational records, to establish the rights of students to inspect and review the educational records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with The Family Educational Rights and Privacy Act Office (FERPA) concerning alleged failures by the institution to comply with the Act.

Local policy explains in detail the procedures to be used by Columbus State University for compliance with the provisions of the Act. Information can be obtained from the university catalog as published on-line. Questions concerning the Family Educational Rights and Privacy Act should be directed to the Office of the Registrar.

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**AUTHORIZATION / REVOCATION OF ACADEMIC INFORMATION**

I, \_\_\_\_\_, hereby  authorize  revoke the release of  
[Print Student Name]

information from my Military Enrollment/Veteran Affairs record to the following person:

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Relationship to Student

I understand that by signing this authorization, I am waiving my rights of nondisclosure of these records under federal law only to the person(s)/organization(s) specifically listed. This release does not permit the disclosure of these records to any other persons or entities without my written consent or as permitted by law.

I further understand that this authorization/revocation of information shall remain in effect until I submit an additional form authorizing/revoking information is received by the Military Enrollment Office.

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

\_\_\_\_\_  
Date

(Revised 08/25/2016)