

Parental Affidavit for Academic Information

FERPA requires that access to a student's education records must be granted by approval of the student. A parent may, however be granted access if the student is claimed as a dependent on the Internal Revenue tax forms. With a completed Parental Affidavit for Academic Information, a parent may be allowed to view elements of their student's education record. To be granted access, complete and submit this form and attach a copy of the most recent year's federal tax form documenting your student as a dependent.

**If your student is not listed as a dependent, they must complete a Release of Information (ROI) form before access to education records may be granted.*

Student Name: _____ SID#: _____

In accordance with the Family Education Rights and Privacy Act (FERPA), the undersigned requests the following items to be released:

- Copy of student's class schedule
- Copy of student's unofficial academic transcript
- Copy of student's bill and payment plan information
- Copy of student's financial aid award information

Parent/Guardian Information:

Name: _____ Mother Father Guardian

Address: _____ City: _____ State: _____ Zip: _____

Phone Number(s): _____

The undersigned affirms and represents:

1. The undersigned is a parent or guardian of the above-named student.
2. The above-named student is a dependent student of the undersigned as such term is defined in Section 152 of the Internal Revenue Code of 1954. The student has been claimed by the undersigned as a dependent on the federal income tax return for the year in which this request is dated.
3. The undersigned will furnish the College upon its request such information as the College may reasonably require to confirm that the student is a dependent of the undersigned.
4. The undersigned will indemnify the College from any loss which the College may incur to the student or any other person as a result of furnishing the information requested herein.
5. The undersigned agrees to keep the disclosed information confidential according to applicable legislation and regulations.

NOTE: The student will be notified of this request before the College will respond to this request.

I hereby certify the foregoing to be true, knowing that Columbia Basin College will rely upon the statements made by me herein in furnishing the information which I have requested.

I understand that I must make this request for information each time I require student information.

Parent/Guardian Signature: _____ Date: _____

(Must be signed in the presence of the Registrar.)

****Copy of parents' most recent federal tax return must accompany this completed form.***

The parent/guardian must submit this form in person.

Check in at Hawk Central and the Registrar will meet with you to review your request for academic information.