



# UNIVERSITY of ALASKA SOUTHEAST

## EDUCATION RECORD INFORMATION RELEASE

|  |   |   |
|--|---|---|
| <b>JUNEAU CAMPUS<br/>REGISTRAR'S OFFICE</b><br>11066 AUKE LAKE WAY<br>JUNEAU, AK 99801<br>TEL: (907) 796-6100<br>FAX: (907) 796-6365<br>uas.registrar@alaska.edu | <b>KETCHIKAN CAMPUS<br/>STUDENT SERVICES</b><br>2600 7TH AVE.<br>KETCHIKAN, AK 99901<br>TEL: (907) 225-6177<br>FAX: (907) 225-3624<br>ketch.info@uas.alaska.edu | <b>SITKA CAMPUS<br/>STUDENT SERVICES</b><br>1332 SEWARD AVE.<br>SITKA, AK 99835<br>TEL: (907) 747-6653<br>FAX: (800) 478-3552<br>sitka.registrations@uas.alaska.edu |
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**One form must be completed for each recipient**

**Requested by (Student):**

**Release to:**

last name first name middle initial

last name first name middle initial

student ID#

relationship

date

address

I give permission to the University of Alaska Southeast to release the **selected** items below to the recipient listed.

city state zip

**X**

student signature

- STUDENT ACCOUNTS/CASHIER'S OFFICE**  
Includes records related to a student's payment or billing summary.
- ADMISSIONS**  
Includes records related to a student's admission status at UAS.
- ACADEMIC RECORDS**  
Includes records related to a student's academic history.
- REGISTRATION**  
Includes records related to current and past enrollment at UAS.
- FINANCIAL AID**  
Includes records related to student financial aid application and awards at UAS.
- STUDENT AFFAIRS RECORDS**  
Includes records related to student housing and residence life files, student judicial files and conduct issues, organizational membership and participation, and behavioral health issues (to exclude counseling and health center files).

**PHOTO ID:**

Please show government issued ID or include photocopy.

**This authorization is valid only for one academic year ending on August 15, 20\_\_ or until a written request to rescind is received by UAS enrollment services (whichever occurs first)**

**Reason or purpose of this release is:** \_\_\_\_\_

### Office Use Only

ID type:

Verified by:

Date: