



Educational Records Release Form

The Family Educational Rights and Privacy Act (FERPA) is a Federal Law designed to protect the privacy of a student's education records. The Law applies to all schools that receive funds under an applicable program of the US Department of Education. This act protects your personal information from being distributed to third parties. With limited exception, the College of Southern Nevada must have a signed acknowledgement from you before personal information can be released to a third party (i.e. attorney, employer, etc). For more information about FERPA, please visit: www.ed.gov/policy/gen/guid/fpco/ferpa/index.html.

Please complete all items below and return this authorization form to the Office of General Counsel.

I _____ willingly give my consent for the following person(s) or entity:

RECORDS DEPOSITION SERVICE, INC.	P: 248-357-3330
P.O. BOX 5054, SOUTHFIELD, MI 48086-5054	F: 248-357-3337

To obtain the following information from my educational records on file at the College of Southern Nevada:

PLEASE SEE THE ATTACHED SUBPOENA OR LETTER REQUEST FOR INFORMATION TO BE DISCLOSED
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I am granting permission for the purpose of:

FOR DISCOVERY BEFORE TRIAL

I acknowledge by my signature that by giving this consent I am willingly waiving my rights protected by the Family Educational Rights and Privacy Act (FERPA). I also agree to hold the College of Southern Nevada harmless of any damages resulting from the release of this information.

Student Signature

Date

NSHE ID No.