



# DAYTONA STATE COLLEGE

www.DaytonaState.edu/studentaccounts

## Authorization to Release Financial Information Office of Student Accounts

Daytona State College assures equal opportunity in employment and education services to all individuals without regard to race, sex, color, age, religion, disability, national origin, political affiliation or belief, or marital status.

The Family Educational Rights and Privacy Act (FERPA) of 1974 is designed to protect the privacy of a student's educational records. These confidential records include student financial billing and account information, and will not be released without written consent from the student. By signing this form, the student authorizes college personnel to release confidential information to designated person(s).

Student Name: \_\_\_\_\_

Student ID Number: \_\_\_\_\_

I authorize the Office of Student Accounts at Daytona State College to discuss confidential account information for the purposes of understanding and meeting college related financial obligations with me (the student) as well as the person(s) listed on this form.

I understand that the person(s) listed on this form will have access via telephone, in person, or mail to information that may include the following:

- My Stafford Loan disbursement information.
- My Daytona State College student account and statements, including credits and debits posted to that account which may include, but are not limited to, third party billings, loans, scholarships, grants, waivers and refunds.
- My Daytona State OneCard account activation and refund information.
- My Tuition Installment Plan (TIP) account.

This authorization form does not allow the college to release specific academic information. Requests to release academic information will be handled by the Records Office.

Name(s) of people to release information to: (Please print)

\_\_\_\_\_

\_\_\_\_\_

Authorization Password \_\_\_\_\_

(The authorized person(s) will be expected to know this information.)

This authorization will remain in effect until revoked in writing by the student.

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

Date \_\_\_\_\_

Office of Student Accounts Use

Checked ID/Signature \_\_\_\_\_ Added to Bursar Query Notes \_\_\_\_\_