



Consent to Release Education Records- Letters of Recommendation

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Complete this form in full and submit both this form **and** a copy of your photo identification to Raider Connect.

Name of Student: _____ UID: _____
(Print)

In accordance with the Family Educational Rights and Privacy Act of 1974, as amended (FERPA), I, the undersigned, hereby authorize _____ to write a letter of
(name of Wright State faculty or staff member)
recommendation on my behalf in which he/she may reference the following educational records (check which apply):

- Wright State Unofficial Transcript (complete history of academic record)
- Wright State Grade Reports (specify which term(s): _____)
- Wright State Cumulative Grade Point Average and Hours Completed
- Rank in Course
- Wright State College File (which may include education records from other institutions)
- Other _____
- Other _____

The letter of recommendation may be sent to the following individual(s) and/or entity(ies):

This consent shall remain in effect until revoked by me, in writing, and delivered to Wright State University, but any such revocation shall not affect disclosures previously made by Wright State University before the receipt of any such written revocation.

Check One:

- I waive my right to review a copy of this letter at any time in the future.
- I do not waive my right to review a copy of this letter at any time in the future.

Signature _____ Date _____

This information is released subject to the confidentiality provisions of FERPA and other appropriate state and federal laws and regulations, which prohibit any further disclosure of this information without the specific written consent of the person to whom it pertains, or as otherwise permitted, by such regulations.

Office Use Only:

Photo Identification Verified by (RaiderConnect or Office of the Registrar Staff): _____ Initials