



FERPA REVOCATION FORM

(RO-06/25)

Registrar's Office 200 High Street, Glenville, WV 26351 304-462-4117 Fax 304-462-8619 registrar@glenville.edu

Student Full Legal Name (printed)

GSU Student ID #

The Family Educational Rights and Privacy Act (FERPA) ensures the confidentiality of student education records, permits students access to their records and prohibits the release of education records except by permission of the student or by court order, while permitting the continued release of directory information without specific permission from the student. A FERPA release remains active even if a student is no longer enrolled at the university and grants the individuals or agency designated on the release form access to the student's education records unless the student revokes the authorization.

If you are only wishing to make updates to who you authorize to have access to your education records, please complete and submit a new FERPA release form to the Registrar's Office. Upon the receipt of the new release, the updates will be processed and the previous release will be discarded.

Select any that apply.

- ☐ *I request to revoke my FERPA release previously submitted and on file with the Registrar's Office.*
- ☐ *I request to revoke my Letter of Recommendation or Reference release on file with the authorized individuals and the Registrar's Office.*

By signing below, **I understand** the submission of this FERPA revocation does not affect any previous disclosure of information made by Glenville State University.

I understand that this FERPA revocation form must be signed and submitted to the Registrar's Office for the changes to be made.

Student's Signature _____ Date _____