

STUDENT CONSENT TO RELEASE EDUCATIONAL RECORDS

This form is to be filled out uniquely by the student. Student must attach a copy of his/her passport or other valid photo ID. Please send a copy/scan of this ID and a copy of this form to the Registrar's Office. Please note that this form will remain valid until the student's graduation date unless reversed or modified by the student by informing the Registrar's Office in writing.

Student's Name (please print)

Student's AUP ID Number

Educational records to be released (check all boxes that apply):

- All Records
- Registration (current/past enrollment dates)
- Instructor/Classroom Records (attendance, homework/test scores if available)
- Academic Records (courses taken, transfer credits, grades received, GPA, academic progress, honors, degree awarded)
- Accounting (all general accounting information)
- Financial Aid (all general financial aid information)
- Other: _____

Person(s) to whom the student would like to release the above records:

Full Name

Relationship to Student

Password – create a password between 5 to 10 characters if you want the university to release records over the phone. You must provide this password to the third party to which you are releasing information. AUP will not release information over the phone if the caller does not have the password given in the following box:

By filling out and signing this release form, I am giving AUP officials the right to speak to the person or persons I designate below about my educational records specified above:

Student's Signature

Date

Return completed form AND scan/copy of valid photo ID via email to registraroffice@aup.edu OR via mail to:

The American University of Paris,
Registrar's Office
5, boulevard de la Tour Maubourg
75007 Paris

The University adheres to the established rules on the confidentiality of student records in accordance with the provisions of the Family Education Rights and Privacy Act of 1974 as Amended, a U.S. law that governs the release and access to students educational records.