



**OREGON DEPARTMENT OF CORRECTIONS**  
*AUTHORIZATION FOR THE RELEASE OF  
STUDENT EDUCATION RECORDS*

The purpose of the Family Education Rights and Privacy Act of 1974 (FERPA) is to protect the privacy of individual students by placing certain restrictions on the disclosures of information contained in a student's education records. I understand that, unless otherwise provided or permitted by law, the Oregon Department of Corrections (ODOC) must obtain my written, signed and dated consent in order to obtain certain information maintained as education records.

Therefore, I \_\_\_\_\_, the undersigned, hereby authorize the following institutions:  
(Printed name)

List all high schools and any post-high school educational institution(s) (including colleges, universities and community colleges etc.) attended by you:


To release the following information:

***Transcripts, dates of attendance, degrees completed, diplomas and/or certificates awarded, academic standing, disciplinary actions or sanctions, attendance records, educational records.***

I authorize the above-listed institutions to release the above-mentioned education records to:

***Oregon Department of Corrections or its authorized designee***

The release of the education records to the specified party or class of parties is for the purpose of:

***Conducting a background check for employment purposes***

I understand further that (1) I have the right not to consent to the release of education records; (2) I have the right to receive a copy of such records upon request; and (3) I have the right to revoke this consent, in writing, but any such revocation shall not affect disclosures previously made to ODOC prior to the receipt of any such written revocation.

I acknowledge that I voluntarily consent to the release of the above-mentioned education records to the above-mentioned party or class of parties.

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

Date of Request: \_\_\_\_\_