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## Release of Documents and Information (FERPA Waiver)

The Family Educational Rights and privacy Act of 1974 established the privacy rights of students (parents, if the student is under 18) with regard to educational records. The Act makes provision for inspection, review and amendment of educational records by the student and requires, in most instances, prior consent from the student for disclosure of such records to third parties. The consent must be in writing, signed and dated by the student and must specify records to be released, the reason for the release, and the names of the parties to whom such records will be released. The Act applies to all persons formerly and currently enrolled at an educational institution. No exclusion is made for non-U.S. citizen students. However, the Act does not apply to a person who had applied for admission, but who never actually enrolled in or attended the institution, and deceased persons.

This form must be completed in order for California State University, Los Angeles to comply with the request. Use one form per person.

I, hereby, give permission for California State University, Los Angeles personnel to provide the following document/information to the person identified below.

Document/information released (example: I-20, Official Transcripts, admission information,\_etc\_.)  
Official Transcripts

### PERSON TO WHOM INFORMATION MAY BE RELEASED:

Name: **California Commission on Teacher Credentialing**

Telephone: **916-322-4974**

Email: [credentials@ctc.ca.gov](mailto:credentials@ctc.ca.gov)

Student's name (Print)

CIN

Student's signature

Date

All fields must be completed. Student must sign and date this waiver. Waiver will be in effect until rescinded in writing by student.