



## Consent to Release Educational Records

The Family Educational Rights and Privacy Act, the Buckley Amendment of 1974 (FERPA), prohibits the College from providing certain information from a student's educational records, such as grades, GPA, class schedule, financial aid, etc. This restriction applies, but is not limited, to parents, other family members, and sponsors.

The completion of this Consent to Release authorizes a third party to view or discuss a student's academic information.

Please note that authorization to release information has no expiration date; however, you may revoke your authorization at any time by completing the "Revoke Consent to Release" survey.

To access the Consent to Release Educational Records or to Revoke Consent to Release Educational Records:

1. Login to MyTCTC Portal.
2. Select Education Record Consent tile.
3. Select one of the following and complete the survey:
  - Consent to Release Educational Records
  - Revoke Educational Records

In order to update a Consent to Release Educational Records Survey, you must first choose Revoke Educational Records, and then resubmit the Consent to Release Educational Records Survey.