



**VILLANOVA
UNIVERSITY**

Charles Widger School of Law

CONSENT TO DISCLOSE EDUCATIONAL RECORDS
Family Educational Rights & Privacy Act (FERPA)

In order to allow the faculty and staff of the Villanova University Charles Widger School of Law to aid in my search for employment, internships and clerkships, I hereby consent to access and full disclosure, at any time, of any of my education records, including, but not limited to, my courses, credit hours, grades and class rank, to potential employers for the purpose of making oral or written recommendations. I also waive my right to view letters of recommendation.

I further understand that the faculty and staff may access and disclose this information for the purpose of determining whether I am qualified for a position to which the faculty and staff wish to recommend me.

I understand that I may revoke this permission in writing, but I acknowledge that this revocation will not apply to any disclosure that occurs before my written revocation is effective. Students who wish to revoke their consent may do so at any time by completing a Consent Revocation Form available in online in the Registrar's tab of the website. The revocation shall be effective within five (5) business days of receipt of the form.

_____ **I CONSENT TO THE DISCLOSURE OF MY EDUCATION RECORDS AS DESCRIBED ABOVE.**

_____ **I DO NOT CONSENT TO THE DISCLOSURE OF MY EDUCATION RECORDS.**

Signature

_____/_____/_____
Date

Print Name _____

Class of _____

FERPA is a Federal law that is administered by the Family Policy Compliance Office (Office) in the U.S. Department of Education (Department), 20 U.S.C. § 1232g; 34 CFR Part 99. FERPA applies to all educational agencies and institutions (e.g., schools) that receive funding under any program administered by the Department. Parochial and private schools at the elementary and secondary levels generally do not receive such funding and are, therefore, not subject to FERPA. Private postsecondary schools, however, generally do receive such funding and are subject to FERPA.

Please return completed form to **the Office of Academic Affairs - Suite 370**