



International Office

Northwestern University

Document Release
Authorization Form

Updated 1/2016

Purpose:

In accordance with the **Family Educational Rights and Privacy Act (FERPA)**, the International Office (IO) requires authorization from its students and exchange visitors prior to the access and/or release of a student's/Exchange Visitor's education or immigration records. This form must be scanned and submitted via e-mail to intoff@northwestern.edu.

Student Information:

Family Name:	<input type="text"/>	First Name:	<input type="text"/>	Student ID:	<input type="text"/>
1st Quarter/ Semester @ NU:	<input type="text"/>	Email:	<input type="text"/>	Date of Birth	<input type="text"/>

I release access of my educational/immigration records maintained by the International Office to

Person's Name: on Date:

Document: Please indicate the document to be released.

- I-20/DS-2019/Other official immigration document
- Letter
- Other: _____

Signature needed to authorize access to the specified document.

Signature

Month/Day/Year

Note: This document release is only valid for the request above. Each additional request must be accompanied by a newly signed document release.