

The Family Educational Rights and Privacy Act of 1974 (FERPA). FERPA is a federal law that pertains to the release of, and access to, educational records.

The form below will allow you to add as many users as you would like to access your Educational Records. Additionally, you can revoke that access at anytime.

You will provide information about the person and the type of access you would like to authorize. There are 4 different options. The pin will need to be shared with the authorized person in order to access your records.

The authorized person will receive an email and be directed to create an account in order to keep all of your records secure. Once the account is created they will have a link to access the records and will need to use the pin from the form.



TEXAS TECH UNIVERSITY  
HEALTH SCIENCES CENTER™

Student R Number	<input type="text" value="R99999999"/>
Request Date	<input type="text" value="10/15/2022"/>
First Name:	<input type="text" value="HSC"/>
Last Name:	<input type="text" value="Student"/>
Student Email Address	<input type="text" value="hsc.student@ttuhsc.edu"/>
Requested By	<input type="text" value="HSC Student"/>

**(FERPA) Authorization to Release Student Information**

The financial and non-directory educational record information on your student account is confidential and protected by the Family Educational Rights & Privacy Act (FERPA).

FERPA is also known as the Buckley Amendment, Statute 20 U.S.C. 1232 (g), regulations 34 CFR Part 99.

We cannot release certain information to another person without your written authorization.

This form will allow appropriate offices to release specific information about you to the person(s) you designate below.

**I authorize TTUHSC Lubbock representatives to release information regarding my account as indicated below:**

Authorized Users (You must add each user below)

**Please select the appropriate dropdown option and enter unique access pin for each person you wish to have access to your account. This form does not authorize any third party to access a student's online account.**

**Authorizing the release of your information to a company provides unlimited access to anyone employed by that company. You may limit time of access by stating a cancellation date below.**

Label	Details	Access Type	Current Access	Update Access
First Name	* <input type="text" value="Authorized"/>	Business Account	<input type="checkbox"/>	<input type="checkbox"/> <input type="button" value="v"/>
Last Name	* <input type="text" value="User"/>	Application Record	<input type="checkbox"/>	<input type="checkbox"/> <input type="button" value="v"/>
Email Address	* <input type="text" value="auth.user@gmail.com"/>	Financial Aid	<input type="checkbox"/>	<input type="checkbox"/> <input type="button" value="v"/>
DOB	<input type="text" value="01/09/1997"/>	Academic Records	<input type="checkbox"/>	<input type="checkbox"/> <input type="button" value="v"/>
Access Pin	* <input type="text" value="1111"/>	Cancellation Date	<input type="text"/>	<input type="text"/>

Add another person?

**Access Level Descriptions**

- **[B] Business Account:** Balance, charges, and credits;
- **[F] Financial Aid:** Financial aid application; Award information
- **[A] Academic Records:** Student Enrollment; GPA; Registered Hours; Academic Standing
- **[P] Application Records:** Admission application/status; Residency information

I understand this authorization will remain in effect until I submit a change request to this authorization.

**Click Here to Sign**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

The Screenshots below are examples of what your Authorized User(s) will be able to view related to your Educational Records.

The 4 different screen shots are the same as what you can give access to in the Authorization Form.

If you were to revoke access, then the link would no longer work.

This access can be changed as often as you need.

Additional information is available on the Registrar's Website at [www.ttuhsc.edu/registrar](http://www.ttuhsc.edu/registrar) about FERPA.



Academic Records

Select term to filter ALL

[Order Official Transcript](#)

[Order Enrollment Verification](#)

Term: **Fall 1991 TTUHSC**

Enrollment Status	GPA	Hours Earned	Academic Standing
	3.86	20	Good Standing

Subject	Course	Level	Title	Hours	Grade	Start Date	End Date
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Term: **Spring 1992 TTUHSC**

Enrollment Status	GPA	Hours Earned	Academic Standing
	3.25	12	Good Standing



[Academic Records](#)

[Application Records](#)

[Business Records](#)

[Financial Aid](#)

**R99999999, HSC Student**

No application records found!



### Business Account

Select term to filter **ALL** ▼

Term	Charges	Credits	Balance
Spring 2009 TTUHSC	\$1947.51	\$1947.51	\$0.00
Fall 2009 TTUHSC	\$1783.00	\$1783.00	\$0.00
Spring 2010 TTUHSC	\$1,081.25	\$1,081.25	\$0.00
Fall 2010 TTUHSC	\$1,105.47	\$1,105.47	\$0.00



### Financial Aid

Select Award Year to filter ALL

Award Year	FA App	FA Award
2009-2010	Y	N
2010-2011	Y	N
2011-2012	Y	N
2012-2013	Y	N
2013-2014	Y	N