



Department of Exercise and Sport Science
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REQUEST TO RELEASE INFORMATION

I, _____, herewith authorize the Department of Exercise and Sport Science to release information concerning my academic progress that pertains to the University of Utah, to (Name of individual, school, or yourself if this is a request for information to be released to you over the phone or by email. This should not list the advisor for the ESS Department):

Three horizontal lines for providing the name of the individual, school, or yourself.

My presence ___ is required ___ is not required when information is released to the above individual(s).

If this request is for information to be released via email (other than your Umail account), please be aware that our site is not secure, and indicate the email address to which information should be sent: _____

I understand that information concerning my academic progress includes, but is not limited to, my grades, my probation standing, my progress concerning agreements that I have made with my academic advisors, progress toward completion of degree requirements, class scheduling and other similar information. I also understand that this authorization for release of information will remain in effect until the expiration date noted below unless I request, in writing, that this authorization be invalidated prior to that date. If an expiration date is not listed, the release of information form will only be valid for one year from the date signed. A new form must be filled out after the expiration date.

I understand that, while asking for information over the phone, I must first provide my Student ID or Social Security Number to the University Official before they will disclose any information. I also understand that the above email address is the only email address that the University official will disclose any information. I will keep my email updated and will fill out a new release form if my email does change.

Signature

Student ID or Social Sec Number

Date Signed

Expiration Date

PRIVACY ACT NOTICE: The University confidentially maintains your social security number for routine uses, such as facilitating document matching, verifying your identity, and expediting your enrollment and financial aid. Disclosure of your social security number is voluntary, but failure to provide your social security number may result in delay and confusion regarding your identity if the institution to which you are applying uses your

social security number as an identifier.
