AUTHORIZATION TO DISCLOSE INFORMATION
(Family Educational Rights and Privacy Act)

The Family Educational Rights and Privacy Act (FERPA) of 1974, as amended, provides for the confidentiality of student education records. Institutions may not disclose information (other than Directory Information) about students nor permit inspection of their records without their permission unless such action is covered by certain exceptions as stipulated in the Act.

THIS AUTHORIZATION MAY BE CANCELED AT ANY TIME. Any previous requests will be null and void with the submittal of this form. For DUAL ENROLLMENT STUDENTS.

Date: ___________________________

Student Name: ________________________________

Release information to: (check appropriate box and list name)
☐ High School and Counselor: ________________________________
☐ Mother only: Name: ________________________________
☐ Father only: Name: ________________________________
☐ Either Parent: Both Names: ________________________________
☐ *Other: (Specify Name and relationship): ________________________________

THIS AUTHORIZATION WILL REMAIN IN EFFECT UNTIL A SIGNED REQUEST IS RECEIVED FROM THE STUDENT TO CANCEL IT.

☐ I authorize Kendall College of Art and Design, Ferris State University (KCAD) to discuss all aspects of my financial obligations/status, financial holds and any other charges incurred or payment made on my behalf with the individual(s) shown above.

☐ I authorize Kendall College of Art and Design, Ferris State University (KCAD) to discuss all aspects of my academic records including grades, grade point averages, class schedules, etc., with the individual(s) shown above.

I have read and understand the guidelines of dual enrollment. I give permission to my high school to release my transcript and any grades or test scores to Kendall College of Art and Design, Ferris State University (KCAD).

Student Signature: ___________________________ Date: ___________________________

Parent Signature: ___________________________ Date: ___________________________

Counselor/Principal Signature: ___________________________ Date: ___________________________

Fall 2016 Payment Information
The Board of Trustees will approve the 2016-17 dual enrollment tuition rate in Summer 2016.

The updated Dual Enrollment Payment Authorization Form (including the 2016-17 tuition rate) will be emailed to the high school counselor and posted on our website once the rate has been set.

High schools should then determine school district cost and parent/student cost, obtain the parent’s/legal guardian’s signature and return the completed form to:
shanahansma@ferris.edu

Failure to return the Dual Enrollment Payment Authorization form to KCAD will result in the school being billed the full amount for tuition.

Schools may wish to use the 2015-16 dual enrollment tuition rate of $240 per credit hour as a general guideline when projecting tuition costs for the 2016-17 academic year. However, the $240 per credit hour rate is not guaranteed and tuition rates are subject to change.