

Student Reference Request, FERPA Release, and Release of Liability

Student name: Jenee Holycross

Student ID number: J187441

I request Amy Anderson, M.Ed., COTA; Estrella Barella, MOT, OTR; Tiffany Pfluger, COTA

to serve as a reference for me. **Student – list all faculty members requested above. Submit this request in the front pocket of your portfolio.*

The purpose(s) of the reference are: (check all applicable spaces)

- application for employment
 all forms of scholarship or honorary award
 admission to another education institution

The reference may be given in the following form(s): (check one or both spaces)

- written oral

I authorize the above named person to provide an evaluation of any aspect of my academic performance, whether based on personal observation or on my education records at Austin Community College, and to release information from my education records, including my grades, GPA, class rank, any information pertaining to my education at other institutions I have previously attended, and any other personally identifiable information. I authorize release of this information and reference or evaluation to: (check all applicable spaces)

- all prospective employers OR
 specific employers (**list name and address on reverse side**)
 all educational institutions to which I seek admission OR
 specific educational institutions (**list name and address on reverse side**)
 all organizations considering me for an award or scholarship OR
 specific organizations (**list name and address on reverse side**)

I understand that under the Family Educational and Privacy Rights Act, 20 USC 1232g: (1) I have the right not to consent to the release of my education records; (2) I have the right to receive a copy of any written reference upon request; and (3) I may, but am not required to, waive my right of access to confidential references given for any of the purposes listed above.

- I waive my right of access to references given by the above named person.
 I do not waive my right of access to references given by the above-named person.

This consent shall remain in effect until revoked by me, in writing, and delivered to the above named person, but any such revocation shall not affect disclosures made prior to the person's receipt of my written revocation.

I release ACC, its employees and the person(s) providing the above described reference or evaluation from all claims and liability for damages that may result from their compliance with this request.



Student Signature

Aug 2, 2020
Date